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Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

REGULAR MEETING - JANUARY 5, 1987

RECESSED TO JANUARY 8, 1987

PART I - 2:00 P.M.

DOCUMENTS DEPT.

JAN 16 1987

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Present: Commissioner Howard S. Gloyd
Commissioner Louis Hop Lee
Commissioner Texidor del Portillo

Excused: Commissioner A. Lee Munson
Commissioner Genevieve Powell

Commissioner Texidor del Portillo presided

MINUTES: Special Meeting of December 8, 1986.
Regular Meeting of December 15, 1986.

Action: Approve.

ANNOUNCEMENTS: Due to a conflict between the dates of two legal holidays and the dates of regularly scheduled Civil Service Commission meetings, the Civil Service Commission has changed its January and February meeting schedule and has cancelled its meetings of January 19, 1987 (Martin Luther King Jr's Birthday Holiday), February 2, 1987 and February 16, 1987 (George Washington's Birthday Holiday). The Commission will meet as follows in January and February:

January 26, 1987: Department of Public Health Auditorium,
Third Floor, 101 Grove Street (Room 300)

February 9, 1987: Department of Public Health Auditorium,
Third Floor, 101 Grove Street (Room 300)

The Commission will consider items of regular business (classification, compensation, examination and in-service matters) at 2 P.M. Separations from the Service will be considered following the completion of regular business; however, a roll call of those persons whose names appear on the Separations agenda will be held at 3 P.M.

The Commission will resume its regular meeting schedule of the first and third Mondays of each month with the meeting of March 2, 1987.

CLASSIFICATION MATTERS

1288-86 Survey of one new position in the Public Utilities Commission, Water Department. (Calendar Item No. 6)

Action: Adopt staff report.

1. Establish a new classification of 1839 Water Conservation Administrator (J, Z Sch. 59.3, \$1650B2004). Class specification as detailed in the staff report.
2. Allocate one position authorized in the budget as A749 Water Conservation Administrator (J \$1731B2104) to the new classification of 1839 Water Conservation Administrator.
3. Amend Annual Salary Ordinance Section 47/00/00/32001/001 administratively to reflect this action.

1289-86 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
271-86/87	Public Health	Visiting Nurse Assoc./18th Street Services
272-86/87	Public Health	St. Mary's Hospital & Medical Center
273-86/87	Public Health	Mental Health Management I, Inc. dba Canyon Manor
274-86/87	Public Health	MSC Psychiatric Services Corp.
275-86/87	Public Health	Joan Dunkel, LCSW
276-86/87	Board of Supervisors	Andrea Torrice
277-86/87	Board of Supervisors	Constance Brand
278-86/87	CAO	Maureen O'Rorke
279-86/87	CAO	deZordo & Associates
280-86/87	Civil Service Commission	Evelyn Wilson
281-86/87	Controller	Berkeley Software, Inc.
282-86/87	District Attorney/ Family Violence Project	New College of California
283-86/87	District Attorney/ Family Violence Project	S.F. State University
284-86/87	District Attorney/ Victim Witness	University of San Francisco
285-86/87	District Attorney/ Family Support Bureau	I.P.S. Consulting
286-86/87	Mayor's Office/OCD	S.F. Redevelopment Agency-Martin Gustavson
287-86/87	Public Utilities Commission	Plant-Gro Corp.

CLASSIFICATION MATTERS (cont.)

1289-86
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
288-86/87	Public Works	ELS/Elbasani & Logan Architects and Marcy Li Wong, Architect
289-86/87	Recreation and Park	University of San Francisco
290-86/87	Sheriff	Maxine D. Gerritsen
291-86/87	Sheriff	Sandra Schwartz
292-86/87	Social Services	Remedy Home & Health Care, Inc.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1291-86 Request to make temporary exempt appointments in Class 2587 Health Worker III per Charter Section 8.300(5). (Calendar Item No. 7)

Action: Adopt staff report.

1. Approve three exempt appointments to positions in Class 2587 Health Worker III in accordance with Charter Section 8.300(5) for six (6) months.
2. Approve exempt appointments to the positions at the fourth step (\$858 BW) of the range for Class 2587 per Section VII A.3B of the Salary Standardization Ordinance.

1296-86 Classification of three budgeted positions in the new Class of 2594 Employee Assistance Counselor and one position in the new Class of 2595 Senior Employee Assistance Counselor. (Calendar Item No. 8)

Action: Adopt staff report.

1. Establish new classifications of:
 - a. 2594 Employee Assistance Counselor (Sch. J,Z 47.3 \$929B1125) and
 - b. 2595 Senior Employee Assistance Counselor (Sch. J,Z 50.3 \$1073B1298).Class specification as detailed in the staff report.
2. Allocate three positions budgeted as A750 Employee Assistance Counselor (Z 47.3 \$929B1125) to Class 2594 Employee Assistance Counselor and one position budgeted as Senior Employee Assistance Counselor (Z 50.3 \$1073B1298) to Class 2595 Senior Employee Assistance Counselor.
3. Amend Section 83-19-70-09099 of the Annual Salary Ordinance administratively.
4. Advise the Decentralized Civil Service Unit of the Department of Health to administer examinations for the vacant positions in the new classes.

CLASSIFICATION MATTERS (cont.)

1297-86 Classification of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Sheriff	17	8304 Deputy Sheriff (Sch. 49.9 \$1052B1273)	Same
	1	8308 Sheriff's Sergeant (Sch. 54.0 \$1279B1550)	Same
	1	8304 Deputy Sheriff (Sch. 49.9 \$1052B1273)	8310 Sheriff's Lieutenant (Sch. 56.8) \$1463B1773
Fire	1	H4 Inspector, Bureau of Fire Prevention \$1584B1584	H6 Investigator Bureau of Fire Investigation \$1584B1584
Public Health Central Office	1	1452 Executive Secretary II (Sch. 46.5 \$895B1083)	1450 Executive Secretary I (Sch. 45.3 \$846B1022)

Action: Adopt staff report.

COMPENSATION MATTERS

2296-86 Policy for implementation of Charter Section 8.407-1, Compensation
Adjustments. (Calendar Item No. 11)

December 15, 1986: Over to the meeting of January 5, 1987 at
the request of staff.

Action: Off calendar at the call of the Chair.

2309-86 Salary Standardization - Fiscal Year 1987-88. (Calendar Item No. 12)

Action: Adopt staff report. Post for two weeks; forward to the
Board of Supervisors.

EXAMINATION MATTERS

3193-86 Appeal of staff's denial of protest of below passing score in the
examination for Class 2322 Head Nurse, Forensic Services, Jail
Medical Services. (Calendar Item No. 15)

December 15, 1986: Over to the meeting of January 5, 1987 at
the request of the Teamsters Union.

Action: Award Thomas Reichert the minimum passing score.

EXAMINATION MATTERS (cont.)

3622-86 Appeal of rejection for Class Q-2 Police Officer by Jerome A. Defilippo, Jr. (Calendar Item No. 13)

December 15, 1986: Over to the meeting of January 5, 1987 at the request of Mr. Defilippo's attorney.

Action: Grant appeal of Jerome A. Defillippo, Jr.; find qualified as to background in this examination for Class Q-2 Police Officer.

IN-SERVICE MATTERS

6058-86 Appeal from Jon Colias of the decision of the General Manager, Personnel to restrict future employment. (Calendar Item No. 14)

Action: Over to the meeting of January 26, 1987 at the request of Airports Commission.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 5, 1987

RECESSED TO JANUARY 8, 1987

PART II - 2 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Bernard Adams, 2604 Food Service Worker, 27/E-8, Department of Public Health, Laguna Honda Hospital, 11/20/86. (Calendar Item No. 19) (4)

December 15, 1986: Over to the meeting of January 5, 1987 at the request of Local 250.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Department of Public Health.

Brenda Barnes, 330 Deputy Clerk, 47/CPE-1, Municipal Court, Traffic Division, 9/18/86. (Calendar Item No. 31) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Municipal Court.

Melene Gastinell, 4321 Cashier II, 8.5/CPE-1, Department of Public Health, San Francisco General Hospital Medical Center, 7/3/86. (Calendar Item No. 22) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Vernelle Gomez, 8214 Parking Control Officer, 162/E-15, Airports Commission, Police Division, 10/1/86. (Calendar Item No. 18) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Ms. Gomez's attorney.

November 3, 1986: Over to the meeting of December 1, 1986 at Ms. Gomez's request.

December 1, 1986: Over to the meeting of January 5, 1987 at Ms. Gomez's request.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at Ms. Gomez's request. The Commission stipulated that this would be the final continuance.

Guillermo Gonzalez, 2903 Eligibility Worker, 44/E-17, Department of Social Services, 12/11/86. (Calendar Item No. 33) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Theresa Hall, 2302 Orderly, 12/E-318, Department of Public Health, Laguna Honda Hospital, 12/10/86. (Calendar Item No. 21) (4)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Department of Public Health.

Vernon Jackson, 9163 Transit Operator, 47/E-117, Public Utilities Commission, San Francisco Municipal Railway, 11/24/86. (Calendar Item No. 28) (2)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Percy T. Johnson, 9163 Transit Operator, 170/E-118, Public Utilities Commission, San Francisco Municipal Railway, 10/2/86. (Calendar Item No. 29) (2)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Ruby Linscomb, 2604 Food Service Worker, 54/E-6, Department of Public Health, Laguna Honda Hospital, 12/10/86. (Calendar Item No. 34) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Department of Public Health.

Bernice McCright, 2312 Licensed Vocational Nurse, 7/E-79, Department of Public Health, San Francisco General Hospital Medical Center, 10/8/86. (Calendar Item No. 23) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Donald Millen, 2736 Porter, 59/E-51, Department of Public Health, Laguna Honda Hospital, 11/23/86. (Calendar Item No. 24) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Off calendar at the request of Mr. Millen's mother. Mr. Millen to notify the Assistant Secretary when prepared to proceed. To remain ineligible for any employment with the City and County pending final Civil Service Commission action.

James C. Moore, 9163 Transit Operator, 109/E-117, Public Utilities Commission, San Francisco Municipal Railway, 11/21/86. (Calendar Item No. 30) (2)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Off calendar.

William R. Moore, 9163 Transit Operator, 72/E-103, Public Utilities Commission, San Francisco Municipal Railway, 8/14/86. (Calendar Item No. 35) (7)

September 2, 1986: Over to the meeting of October 20, 1986.

October 20, 1986: Over to the meeting of November 17, 1986 at the request of Mr. Moore's attorney.

November 17, 1986: Over to the meeting of December 1, 1986 at the request of Mr. Moore's attorney.

December 1, 1986: Over to the meeting of January 5, 1987 at the request of Mr. Moore's attorney.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Off calendar at the request of Mr. Moore's attorney. Mr. Moore to notify the Assistant Secretary when prepared to proceed. To remain ineligible for all employment with the City and County pending final Civil Service Commission.

Lumont Otis, 2708 Custodian, 142/E-2, San Francisco Unified School District, Custodial Services, 12/4/86. (Calendar Item No. 32) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the San Francisco Unified School District.

Robert Phillips, 7410 Automotive Service Worker, 52/E-7, Public Utilities Commission, San Francisco Municipal Railway, 12/5/86. (Calendar Item No. 26) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Roger J. Sandness, 7410 Automotive Service Worker, 47/E-4, Public Utilities Commission, San Francisco Municipal Railway, 12/4/86. (Calendar Item No. 36) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Kenneth Van Wambeke, 7379 Electrical Transit Mechanic, 23/E-8, Public Utilities Commission, San Francisco Municipal Railway, 12/15/86. (Calendar Item No. 27) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at Mr. Van Wambeke's request.

Lee E. Warren, 2736 Porter, 22/E-54, Department of Public Health, San Francisco General Hospital Medical Center, 10/1/86. (Calendar Item No. 25) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of February 9, 1987 at the request of Mr. Warren's sister.

Patricia A. Williams, 1424 Clerk Typist, LT, Department of Public Health, San Francisco General Hospital Medical Center, 12/5/86. (Calendar Item No 17) (1)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of February 9, 1987 at Ms. Williams' request.

Irene Yika, 2302 Orderly, 25/E-318, Department of Public Health, Laguna Honda Hospital, 11/21/86. (Calendar Item No. 20) (4)

December 15, 1986: Over to the meeting of January 5, 1987 at Ms. Yika's request.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

Action: Over to the meeting of January 26, 1987 at Ms. Yika's request.

A D J O U R N M E N T

City and County of San Francisco



Civil Service Commission

Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

DOCUMENTS DEPT.

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CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 26, 1987

PART I - 2:00 P.M.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Munson

(Items Missed: 19 and 23)
(Items Missed: Minutes,
3A, 4, 5, 6, 7, 8, 9, 10,
13, 16, 18 and 19)

Commissioner Powell
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of January 5, 1987 recessed to January 8, 1987.

Action: Approve.

CLASSIFICATION MATTERS

1000-87 Amendment of class specifications for Police Communications
Dispatcher classes to reflect current duties and responsibilities.
(Calendar Item No. 11)

Action: Over to the meeting of February 9, 1987 at the request
of Local 790.

1003-87 Consolidation of Class 7530 Street Cleaner to Class 7514 General
Laborer. (Calendar Item No. 10)

Action: Adopt staff report.

1. Adopt the amended class specification for Class 7514
General Laborer as detailed in the staff report.
2. Allocate positions in Class 7530 Street Cleaner (Sch.
44.6 \$8188989) to Class 7514 General Laborer (Sch. 46.6
\$89981088).
3. Abolish Class 7530 Street Cleaner.
4. Grant status to current incumbents and eligibles in
Class 7530 to Class 7514 effective July 1, 1986.

CLASSIFICATION MATTERS (cont.)

1003-87
(cont.)

5. Amend the Annual Salary Ordinance Section 90/08/00/09999/001.
6. Advise departments to submit Supplemental Appropriation Requests.

1004-87 Survey of one new position in the Department of Public Health.
(Calendar Item No. 12)

Action: Adopt staff report.

1. Amend and retitle the specification for Class 2554 Physical Therapy Aide to 2554 Therapy Aide; class specification as detailed in the staff report.
2. Allocate one position currently budgeted as 2554 Physical Therapy Aide (Sch. 44.5 \$814B984) to Class 2554 Therapy Aide (Sch. 44.5 \$814B984).
3. Amend Sections 85/00/00 and 86/01/00 of the Annual Salary Ordinance.
4. Advise the Decentralized Civil Service Unit of the Department of Public Health to conduct an examination for the new position.
5. Status of permanent incumbents continues without change.

1008-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
293-86/87	Public Health	Forensic Health Care, Inc.
294-86/87	Public Health	Anthony Sciarrotta
295-86/87	Public Health	S.F. Study Center, Inc.
296-86/87	Public Health	Emil Smethko, D.P.M.
297-86/87	Public Health	Catholic Social Services
298-86/87	Airport	Del Campo & Maru, Architects
299-86/87	Airport	Tri-State Engineering Co.
300-86/87	Police	Dr. W. Preston Gleason
301-86/87	Police	Bay Area Diensthundt, Inc.
302-86/87	Port	Ripley Associates
303-86/87	Port	Triumph Marketing
304-86/87	Port	Deets and Associates
305-86/87	Public Utilities Commission	Thelan, Marrin, Johnson & Bridges
306-86/87	Public Works	Henry L. Chapot & Associates
307-86/87	Public Works	Testing Engineers, Inc.
308-86/87	Public Works	U.C. Cooperative Extension

CLASSIFICATION MATTERS (cont.)

1008-87
(cont.)

- Action:
1. Contract 298-86/87 over to the meeting of February 9, 1987.
 2. Adopt staff report on all other contracts; notify the offices of the Controller and the Purchaser.

1012-87 Request from the Chief Administrative Officer to use Class 9750 Staff Assistant IX, Special Project, for one year.
(Calendar Item No. 5)

Action: Adopt staff report; approve the use of one position in Class 9750 Staff Assistant IX, Special Project (\$2428 bi-weekly), for a one year period.

1013-87 Classification of positions in various City departments.
(Calendar Item No. 13)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Assessor	4	4260 Real Property Appraiser Trainee (\$836 bi-weekly)	Same
Juvenile Court	6	8316 Assistant Counselor (Sch. 41.1 \$694B838)	Same
Airport	1	A765 Airport Window Cleaner Supervisor (J \$925B1120)	Establish Class 7268 Window Cleaner Supervisor (Sch. 47.2 J, \$925B1120)
Hetch Hetchy	1	7259 Water and Power Maintenance Supervisor I (Sch. 54.9 \$1336B1618)	Same
Municipal Railway	1	1922 Senior Inventory Clerk (Sch. 41.8 \$717B866)	Same
	1	1844 Senior Management Assistant (Sch. 53.4 \$1243B1506)	Same
Department of Social Services	1	2969 Assistant Director Social Service Programs (Sch. 61.3 \$1818B2209)	Same
PUC, Light, Heat & Power	1	5354 Electrical Engineering Associate I (Sch. 50.8 \$1099B1329)	Same
Public Works	1	1452 Executive Secretary II (Sch. 46.5 \$895B1083)	Same

Action: Adopt staff report.

CLASSIFICATION MATTERS (cont.)

1014-87 Request from the Chief Administrative Officer to utilize a class in the Staff Assistant, Special Project series, for a position in connection with the Moscone Center Expansion Project. (Calendar Item No. 6)

Action: Adopt staff report; approve the use of Class 9744 Staff Assistant VI, Special Project (\$1742 BW), to employ a Special Assistant in the office of the Chief Administrative Officer for the duration of the Moscone Expansion Project.

1017-87 Request to make a temporary exempt appointment in Class 1872 Programmer Analyst per Charter Section 8.300(5). (Calendar Item No. 7)

Action: Adopt staff report.

1. Approve a temporary exempt appointment in Class 1872 Programmer Analyst in accordance with Charter Section 8.300(5) effective September 22, 1986 for a period of one year, pending examination.
2. Approve appointment to the position at the fourth step (\$1304 BW, \$34,034 annually) of the range for Class 1872 per Section VII A.3B of the Salary Standardization Ordinance.
3. Advise the Examination Unit of the need for an examination in Class 1872 Programmer Analyst, Controller's Office.

1254-86 Reconsideration of Civil Service Commission action of December 8, 1986 (Commissioners Gloyd, Lee, Munson and Texidor del Portillo): Reorganization of the Management and Children's Services Division, Department of Social Services. (Calendar Item No. 19)

December 1, 1986: Over to Special Meeting of December 8, 1986.

December 8, 1986: Deny staff report recommending the classification of two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$1818B2209).

Action: Over to the meeting of February 9, 1987 at the request of Commissioner Powell (Vote of 4 to 1: Commissioner Gloyd dissents).

COMPENSATION MATTERS

2005-87 Salary adjustments and amendments to Administrative Provisions arising out of the Salary Standardization process for 1987-88. (Calendar Item No. 18)

Action: Adopt staff report; notify and forward to the Board of Supervisors.

COMPENSATION MATTERS (cont.)

2011-87 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in the State of California. (Calendar Item No. 16)

Action: Adopt staff report; certify rates to the Board of Supervisors pursuant to Section 8.405 of the Charter.

2012-87 Request for appointment above the entrance rate for various employees. (Calendar Item No. 8)

<u>Name and Class</u>	<u>Department</u>	<u>Step Requested</u>	<u>Step Recommended</u>
Priscilla Moreto 1650 Accountant	Controller	4	4
Anne Daley 8146 District Attorney's Investigator	District Attorney	5	5
Reiko Kubota 1426 Senior Clerk Typist	Public Health	5	5
All employees assigned to Psychiatric Emergency Services at SFGHMC, in the following classes:	Public Health	5	5
2220 Physician 2230 Physician Specialist			
Mary Ann Pasqual 1840 Junior Management Assistant	Public Utilities Commission	4	4
Theodore Wong 1656 Head Accountant	Retirement System	5	5

Action: Adopt staff report.

2013-87 Requests for Supervisory Differential Adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 9)

Action: Adopt staff report; approve Supervisory Differential Adjustments; notify departments accordingly.

2296-86 Policy for implementation of Charter Section 8.407-1, Compensation Adjustments. (Calendar Item No. 17)

December 15, 1986: Over to the meeting of January 5, 1987 at the request of staff.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Off calendar at the call of the Chair.

Action: Over to the Special Meeting of Saturday, January 31, 1987 at 9:30 A.M. in Room 282 City Hall.

EXAMINATION MATTERS

3004-87 Request for reconsideration of staff denial of protest regarding the qualifications appraisal for Class 2248 Assistant Director of Clinical Services II, Senior Health Services.
(Calendar Item No. 21)

Action: Over to the meeting of February 9, 1987 at the request of the appellant's attorney.

3005-87 On remand from the Superior Court:
Reconsideration of Commission action denying the protest challenging the validity of Class 8262 Senior Criminalist examination.
(Calendar Item No. 22)

June 16, 1986: Over to the meeting of June 30, 1986.
First item on agenda.

June 30, 1986: Adopt staff report; deny appeals of Richard Gryzbowsky, Deborah Wakida and Ralph Whitten.

Action: Over to the meeting of February 9, 1987 to allow appellants to review tape recordings of oral interviews.

3006-87 Resolution in regard to immediate and future employment in the San Francisco Fire Department. (Calendar Item No. 23)

Action: Off calendar at the call of the Chair.

IN-SERVICE MATTERS

4049-87 Resolution of Commendation for F. Walter Johnson, Class 8165 Workers Compensation Supervisor I, Employees Retirement System, upon his retirement, after twenty (20) years of service.
(Calendar Item No. 3A)

Action: Adopt.

4079-87 Civil Service Commission Budget Request for 1987-88.
(Calendar Item No. 50)

Action: Over to the meeting of February 9, 1987.

6058-86 Appeal from Jon Colias of the decision of the General Manager, Personnel to restrict future employment. (Calendar Item No. 20)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of Airports Commission.

Action: No restrictions on future employment.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JANUARY 26, 1987

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Bernard Adams, 2604 Food Service Worker, 27/E-8, Department of Public Health, Laguna Honda Hospital, 11/20/86. (Calendar Item No. 26) (4)

December 15, 1986: Over to the meeting of January 5, 1987 at the request of Local 250.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Department of Public Health.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Brenda Barnes, 330 Deputy Clerk, 47/CPE-1, Municipal Court, Traffic Division, 9/18/86. (Calendar Item No. 44) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Municipal Court.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Municipal Court.

Leocadio Ceralde, 2718 Custodial Supervisor I, 8/CPE-2, Airports Commission, Custodial Division, 12/30/86. (Calendar Item No. 25) (5)

Action: Reinstate to a position in the class from which promoted. Return name to list for Class 2718 Custodial Supervisor I. Not to be employed at the Airports Commission again.

Michael Chan, 1731 Computer Operator Trainee, 5.000/E-0001, San Francisco Community College District, District Computer Services Division, 12/19/86. (Calendar Item No. 33) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Community College District.

Vernelle Gomez, 8214 Parking Control Officer, 162/E-15, Airports Commission, Police Division, 10/1/86. (Calendar Item No. 29) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Ms. Gomez's attorney.

November 3, 1986: Over to the meeting of December 1, 1986 at Ms. Gomez's request.

December 1, 1986: Over to the meeting of January 5, 1987 at Ms. Gomez's request.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at Ms. Gomez's request. The Commission stipulated that this would be the final continuance.

Action: Over to the meeting of February 9, 1987 at 2 P.M.

Felipe Goyochea, 9163 Transit Operator, 496/E-112, Public Utilities Commission, San Francisco Municipal Railway, 1/6/86. (Calendar Item No. 49) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Theresa Hall, 2302 Orderly, 12/E-318, Department of Public Health, Laguna Honda Hospital, 12/10/86 (Calendar Item No. 27) (4)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Department of Public Health.

Action: Over to the meeting of February 9, 1987 at Ms. Hall's request.

Charles Harwell, 2320 Registered Nurse, LT, Department of Public Health, San Francisco General Hospital Medical Center, 9/20/86. (Calendar Item No. 42) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Vernon Jackson, 9163 Transit Operator, 47/E-117, Public Utilities Commission, San Francisco Municipal Railway, 11/24/86. (Calendar Item No. 36) (2)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Percy T. Johnson, 9163 Transit Operator, 170/E-118, Public Utilities Commission, San Francisco Municipal Railway, 10/2/86. (Calendar Item No. 35) (2)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Action: Over to the meeting of February 9, 1987 at 2 P.M.

Ruby Linscomb, 2604 Food Service Worker, 54/E-6, Department of Public Health, Laguna Honda Hospital, 12/10/86. (Calendar Item No. 45) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Department of Public Health.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Jeannene Meyers, 2320 Registered Nurse, 7/E-677, Department of Public Health, San Francisco General Hospital Medical Center, 4/22/86. (Calendar Item No. 43) (6)

June 2, 1986: Off calendar at the request of the Department of Public Health.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Jeff Milward, 9163 Transit Operator, 115/E-119, Public Utilities Commission, San Francisco Municipal Railway, 12/11/86. (Calendar Item No. 38) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Lumont Otis, 2708 Custodian, 142/E-2, San Francisco Unified School District, Custodial Services, 12/4/86. (Calendar Item No. 46) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the San Francisco Unified School District.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Thomas E. Overton, 9163 Transit Operator, 22/E-119, Public Utilities Commission, San Francisco Municipal Railway, 12/11/86. (Calendar Item No. 37) (2)

Action: Over to the meeting of February 9, 1987 at 2 P.M.

Raul Perea, 1424 Clerk Typist, 5/CPE-85, Public Utilities Commission, Bureau of Personnel and Training, 7/16/85. (Calendar Item No. 39) (6)

August 12, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

September 16, 1985: Off calendar at the request of the Public Utilities Commission.

Action: Over to the meeting of February 9, 1987 at 2 P.M.

Jerry Peters, 2593 Health Program Coordinator III, 15/CPE-9, Department of Public Health, ElderCare Program, 12/19/86. (Calendar Item No. 34) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Robert Phillips, 7410 Automotive Service Worker, 52/E-7, Public Utilities Commission, San Francisco Municipal Railway, 12/5/86. (Calendar Item No. 41) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Alan A. Reyes, 7355 Truck Driver, 22/E-2, Department of Public Works, Street Cleaning, 12/18/86. (Calendar Item No. 47) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of five (5) years' work experience outside the City and County service after production of evidence of satisfactory participation in a rehabilitation program.

Roger J. Sandness, 7410 Automotive Service Worker, 47/E-4, Public Utilities Commission, San Francisco Municipal Railway, 12/4/86. (Calendar Item No. 48) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

Action: Over to the meeting of March 2, 1987 at the request of the Transport Workers Union.

Leon Stroughter, Sr., 8204 Institutional Police Officer, 57/E-7, Department of Public Health, San Francisco General Hospital Medical Center, 1/16/87. (Calendar Item No. 30) (4)

Action: Over to the meeting of February 9, 1987 at the request of the Department of Public Health.

Terry Tolliver, 2708 Custodian, 241/E-3, Airports Commission, Custodial Division, 12/22/86. (Calendar Item No. 32) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

Kenneth Van Wambeke, 7379 Electrical Transit Mechanic, 23/E-8 Public Utilities Commission, San Francisco Municipal Railway, 12/15/86. (Calendar Item No. 40) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at Mr. Van Wambeke's request.

Action: Over to the meeting of February 9, 1987 at Mr. Van Wambeke's request.

Frank D. Williams, 2736 Porter, 47/E-55, Department of Public Health, San Francisco General Hospital Medical Center, 11/21/86. (Calendar Item No. 31) (4)

Action: Over to the meeting of February 9, 1987 at the request of Local 250.

Irene Yika, 2302 Orderly, 25/E-318, Department of Public Health, Laguna Honda Hospital, 11/21/86. (Calendar Item No. 28) (4)

December 15, 1986: Over to the meeting of January 5, 1987 at Ms. Yika's request.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at Ms. Yika's request.

Action: Over to the meeting of February 9, 1987 at the request of Local 250.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

DOCUMENTS DEPT.

FEB 5 1987

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PUBLIC LIBRARY

S P E C I A L M E E T I N G

JANUARY 31, 1987

ROOM 282, SECOND FLOOR, CITY HALL

9:30 A.M.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided.

COMPENSATION MATTER

2296-86 Policy for implementation of Charter Section 8.407-1, Compensation Adjustments. (Calendar Item No. 1)

December 15, 1986: Over to the meeting of January 5, 1987 at the request of staff.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Off calendar at the call of the Chair.

January 26, 1987: Over to the Special Meeting of January 31, 1987.

- Action:
1. Adopt staff report and its associated appendices; advise all appointing officers, departmental personnel officers, and employee organizations.
 2. Notify the Mayor and the Board of Supervisors of the Commission's concern over the use of the "merged data" approach and the fact that it intends to seek other more reliable methods.

City and County of San Francisco



Civil Service Commission

Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 9, 1987

PART I - 2:00 P.M.

DOCUMENTS DEPT.

FEB 17 1987

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Present: Commissioner Lee
Commissioner Munson
Commissioner Powell

Excused: Commissioner Gloyd
Commissioner Texidor del Portillo

Commissioner Munson presided

MINUTES: Regular Meeting of January 26, 1987
Special Meeting of January 31, 1987

Action: Approve.

ANNOUNCEMENTS

Executive Session, Saturday, January 31, 1987.

The Civil Service Commission held a Special Meeting in Executive Session with the City Attorney on Saturday, January 31, 1987 pursuant to Section 54956.9 (a) of the Government Code of the State of California to discuss litigation in the matter of the San Francisco Interns and Residents Association versus the City and County of San Francisco (Superior Court Number 836-022). All the members of the Civil Service Commission were present. The Commission decided to recess the meeting to Monday, February 9, 1987 at 1 P.M. in Room 154 City Hall.

CLASSIFICATION MATTERS

1000-87 Amendment of class specifications for Police Communications Dispatcher classes to reflect current duties and responsibilities. (Calendar Item No. 9)

January 26, 1987: Over to the meeting of February 9, 1987 at the request of Local 790.

Action: Adopt staff report.

1. Amend the specification for Class 8238 Police Communications Dispatcher; amended class specification as detailed in the staff report.

CLASSIFICATION MATTERS (cont.)

1000-87
(cont.)

2. Amend the specification for Class 8239 Senior Police Communications Dispatcher; amended class specification as detailed in the staff report.
3. The status of incumbents and eligibles in these classes continues without change.

1008-87 Review of request for approval of proposed personal services contract. (Calendar Item No. 5)

January 26, 1987: Contract Number 298-86/87 over to the meeting of February 9, 1987.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
298-86/87	Airport	Del Campo & Maru, Architects
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1027-87 Classification of one budgeted position in the new Class of 2117 Chief Medical Records Administrator, Laguna Honda Hospital. (Calendar Item No. 8)

Action: Adopt staff report.

1. Establish new class of 2117 Chief Medical Records Administrator, Laguna Honda Hospital (Sch. Z 55.3 \$1362B1650). Class specification as detailed in the staff report.
2. Allocate one position approved in the Budget as 2118 Director, Medical Records (Sch. 58.3 \$1573B1909) to Class 2117 Chief Medical Records Administrator, Laguna Honda Hospital.
3. Amend Section 85-00-00 of the Annual Salary Ordinance administratively to reflect this action.
4. Advise the Decentralized Civil Service Unit of the Department of Public Health to administer an examination for the vacant position in the new class.

1028-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
309-86/87	Airport	Tracor Inc.
310-86/87	Arts Commission	Friends of Support Services for the Arts-Technical Assistance
311-86/87	Arts Commission	Friends of Support Services for the Arts-Graphics Assistance
312-86/87	Arts Commission	Emilia (Mia) G. de Gonzalez
313-86/87	Arts Commission	Marc Anthony
314-86/87	Arts Commission	Bill Roarty

CLASSIFICATION MATTERS (cont.)

1028-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
315-86/87	Controller	Precision Writing
316-86/87	Controller	David M. Griffith & Associates, Ltd.
317-86/87	District Attorney	Myesha Jenkins
318-86/87	Public Health	Tedla W. Giorgis, Ph.D.
319-86/87	Public Health	Bell & Howell Records Management Co.
320-86/87	Public Utilities Commission	Newcomb Anderson Associates
321-86/87	Public Utilities Commission	Raymond Brooks Engineering
322-86/87	Public Utilities Commission	Environmental Internship Program/CA
323-86/87	Public Utilities Commission	R.C. Research
324-86/87	Public Works	Signet Testing Laboratories
325-86/87	Public Works	Health Risk Associates
326-86/87	Public Works	Anlab
327-86/87	Public Works	H.J. Degenkolb Associates
328-86/87	Sheriff	William A. Thomas
329-86/87	City Planning	Architectural Review Panelist #1
330-86/87	City Planning	Architectural Review Panelist #2
331-86/87	City Planning	Architectural Review Panelist #3
332-86/87	Controller	Northwest Systems, Group
333-86/87	Airport	To Be Announced
334-86/87	Public Works	Downtown Community College Center
335-86/87	Arts Commission	Lee Champagne

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1028-87 Review of requests for approval of proposed personal services (Addendum)contracts. (Calendar Item No. 15A)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
336-86/87	Public Works	H.J. Brunnier and Associates

Action: 1. The Commission considered this item which was an Addendum to the Agenda after unanimously determining that the need to take action on this matter arose after the agenda was posted.

CLASSIFICATION MATTERS (cont.)

1028-87
Addendum
(cont)

2. Adopt staff report; notify the offices of the Controller and the Purchaser.

1029-87 Establishment of a new class of Security Investigator for the Public Utilities Commission and retitling and amendment of one existing classification. (Calendar Item No. 10)

Action: Adopt staff report.

1. Establish Class 8121 Investigator, Protective Services, Public Utilities Commission, (Sch. J, 53.4 \$1243B1506). Draft class specification as detailed in the staff report.
2. Classify one position in Class A778 Security Investigator to Class 8121 Investigator, Protective Services, Public Utilities Commission.
3. Retitle Class 8221 Security Services Manager, Public Utilities Commission to Class 8221 Chief, Protective Services, Public Utilities Commission and amend the class specification as detailed in the staff report.
4. Amend the Annual Salary Ordinance Section 40/04/00/09051/001 to reflect these actions.

1030-87 Classification of positions in various City departments. (Calendar Item No. 7)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health Central Office	1	1450 Executive Secretary I (Sch. 45.3 \$846B1022)	Same
Public Health S.F. General Hospital	1	2587 Health Worker III (Sch. 42.6 \$745B899)	Same
Human Rights Commission	1	1721 Senior Data Entry Operator (Sch. 42.1 \$728B878)	1426 Senior Clerk Typist (Sch. 41.4 \$704B850)
S.F. Community College District	1	5384 TIA Electronic Technician (Sch. 48.4 \$979B1185)	Same

Action: Adopt staff report.

1035-87 Request from the Chief Administrative Officer to use Class 9748 Staff Assistant VIII, Special Project, through June 30, 1987. (Calendar Item No. 13A)

Action: Adopt staff report.

1. Approve the use of one position in Class 9748 Staff Assistant VIII, Special Project, (\$2204 BW) through June 30, 1987.
2. Authorize the appointment of Mr. Joseph E. Johnson to the position.

CLASSIFICATION MATTERS (cont.)

1036-87 Request from the Chief Administrative Officer to use Class 9748 Staff Assistant VIII, Special Project, through June 30, 1987. (Calendar Item No. 13B)

Action: Adopt staff report.

1. Approve the use of one position in Class 9748 Staff Assistant VIII, Special Project, (\$2204 BW) through June 30, 1987.
2. Authorize the appointment of Ms. Audrey Oliver to the position.

1254-86 Reconsideration of Civil Service Commission action of December 8, 1986 (Commissioners Gloyd, Lee, Munson and Texidor del Portillo): Reorganization of the Management and Children's Services Division, Department of Social Services. (Calendar Item No. 12)

December 1, 1986: Over to Special Meeting of December 8, 1986.

December 8, 1986: Deny staff report recommending the classification of two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$1818B2209).

Janaury 26, 1987: Over to the meeting of February 9, 1987 at the request of Commissioner Powell (Vote of 4 to 1: Commissioner Gloyd dissents).

Action: Off calendar at the call of the Chair.

EXAMINATION MATTERS

3004-87 Appeal of staff denial of protest regarding the qualifications appraisal for Class 2248 Assistant Director of Clinical Services II, Senior Health Services. (Calendar Item No. 20)

January 26, 1987: Over to the meeting of February 9, 1987 at the request of the appellant's attorney.

Action: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.

3005-87 On remand from the Superior Court:
Reconsideration of Commission action denying the protest challenging the validity of Class 8262 Senior Criminalist examination. (Calendar Item No. 13)

June 16, 1986: Over to the meeting of June 30, 1986.
First item on agenda.

June 30, 1986: Adopt staff report; deny appeals of Richard Gryzbowsky, Deborah Wakida and Ralph Whitten.

January 26, 1987: Over to the meeting of February 9, 1987 to allow appellants to review tape recordings of oral interviews.

Action: Over to the meeting of March 2, 1987 at the request of staff.

EXAMINATION MATTERS (cont.)

- 3011-87 Appeal of staff action for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer oral examinations. (Calendar Item No. 21)

Action: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.

IN-SERVICE MATTERS

- 4051-87 Request from the Assessor for ratification of Conflict of Interest Rules for Appraisers and Auditors in the Office of the Assessor. (Calendar Item No. 11)

Action: Approve; notify the Assessor to advise each employee in the affected classes of these Rules.

- 4079-87 Civil Service Commission Budget Request for 1987-88. (Calendar Item No. 37)

January 26, 1987: Over to the meeting of February 9, 1987.

Action: Adopt staff report; notify the Office of the Mayor.

- 4098-87 Resolution of Commendation for Thelda Poteet, Class 1272 Senior Departmental Personnel Officer, Department of Public Health, upon her retirement after twenty (20) years of service. (Calendar Item No. 4)

Action: Adopt.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - FEBRUARY 9, 1987

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Verne L. Gomez, 8214 Parking Control Officer, 162/E-15, Airports Commission, Police Division, 10/1/86. (Calendar Item No. 16) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Ms. Gomez's attorney.

November 3, 1986: Over to the meeting of December 1, 1986 at Ms. Gomez's request.

December 1, 1986: Over to the meeting of January 5, 1987 at Ms. Gomez's request.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at Ms. Gomez's request.

January 26, 1987: Over to the meeting of February 9, 1987 at 2 P.M.

Action: Over to the meeting of March 2, 1987 at the request of Ms. Gomez's attorney.

Louis Goursau, 7410 Automotive Service Worker, 166/E-7, Public Utilities Commission, San Francisco Municipal Railway, 1/20/87. (Calendar Item No. 35) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Theresa Hall, 2302 Orderly, 12/E-318, Department of Public Health, Laguna Honda Hospital, 12/10/86. (Calendar Item No. 26) (4)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Department of Public Health.

January 26, 1987: Over to the meeting of February 9, 1987 at Ms. Hall's request.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Percy T. Johnson, 9163 Transit Operator, 170/E-118, Public Utilities Commission, San Francisco Municipal Railway, 10/2/86. (Calendar Item No. 18) (2)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

January 26, 1987: Over to the meeting of February 9, 1987 at 2 P.M.

Action: Return name to list.

Michael McHenry, 1932 Assistant Storekeeper, 22/E-5, Department of Social Services, 12/30/86. (Calendar Item No. 24) (3)

Action: Off calendar at the request of the Department of Social Services.

James C. Moore, 9163 Transit Operator, 109/E-117, Public Utilities Commission, San Francisco Municipal Railway, 1/21/87. (Calendar Item No. 31) (2)

Action: Off calendar at the request of the Public Utilities Commission.

Margaret R. Murphy, 8238 Police Communications Dispatcher, 21/E-3, San Francisco Police Department, Communications Division, 1/16/87. (Calendar Item No. 30) (4)

Action: Future employment in Class 8238 Police Communications Dispatcher only subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

Robert O'Neal, 2708 Custodian, Department of Public Works, Building Repair, 1/26/87. (Calendar Item No. 33) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Thomas E. Overton, 9163 Transit Operator, 22/E-119, Public Utilities Commission, San Francisco Municipal Railway, 12/11/86. (Calendar Item No. 19) (2)

January 26, 1987: Over to the meeting of February 9, 1987 at 2 P.M.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) years' work experience outside the City and County service and submission of evidence of satisfactory progress in a rehabilitation program.

Raul Perea, 1424 Clerk Typist, 5/CPE-85, Public Utilities Commission, Bureau of Personnel and Training, 7/16/85. (Calendar Item No. 17) (6)

August 12, 1985: Over to the meeting of September 16, 1985 at the request of Local 790.

September 16, 1985: Off calendar at the request of the Public Utilities Commission.

January 26, 1987: Over to the meeting of February 9, 1987 at 2 P.M.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Roland Robbins, 9116 Senior Fare Collections Receiver, 2/CPE-1, Public Utilities Commission, Finance Bureau, 1/21/87. (Calendar Item No. 36) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Adelina Segovia, 8238 Police Communications Dispatcher, 18/E-3, San Francisco Police Department, Communications Division, 1/16/87. (Calendar Item No. 29) (4)

Action: Future employment in Class 8238 Police Communications Dispatcher only subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

Leon Stroughter, Sr., 8204 Institutional Police Officer, 57/E-7, Department of Public Health, San Francisco General Hospital Medical Center, 1/16/87. (Calendar Item No. 27) (4)

January 26, 1987: Over to the meeting of February 9, 1987 at the request of the Department of Public Health.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Kenneth Van Wambeke, 7379 Electrical Transit Mechanic, 23/E-8, Public Utilities Commission, San Francisco Municipal Railway, 12/15/86. (Calendar Item No. 34) (6)

January 5, 1987: Over to the recessed meeting of January 8 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at Mr. Van Wambeke's request.

January 26, 1987: Over to the meeting of February 9, 1987 at Mr. Van Wambeke's request.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Lee E. Warren, 2736 Porter, 22/E-54, Department of Public Health, San Francisco General Hospital Medical Center, 10/1/86. (Calendar Item No. 32) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of February 9, 1987 at the request of Mr. Warren's sister.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Frank D. Williams, 2736 Porter, 47/E-55, Department of Public Health, San Francisco General Hospital Medical Center, 11/21/86. (Calendar Item No. 28) (4)

January 26, 1987: Over to the meeting of February 9, 1987 at the request of Local 250.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Patricia A. Williams, 1424 Clerk Typist, LT, Department of Public Health, San Francisco General Hospital Medical Center, 12/5/86. (Calendar Item No. 23) (1)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at Ms. Yika's request.

January 26, 1987: Over to the meeting of February 9, 1987 at the request of Local 250.

Action: Off calendar with the stipulation that Ms. Williams submit a resignation.

Irene Yika, 2302 Orderly, 25/E-318, Department of Public Health,
Laguna Honda Hospital, 11/21/86. (Calendar Item No. 25) (4)

December 15, 1986: Over to the meeting of January 5, 1987 at
Ms. Yika's request.

January 5, 1987: Over to the recessed meeting of January 8,
1987.

January 8, 1987: Over to the meeting of January 26, 1987 at
Ms. Yika's request.

January 26, 1987: Over to the meeting of February 9, 1987 at
the request of Local 250.

Action: Over to the meeting of March 2, 1987 at the request of
Local 250.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 2, 1987

PART I - 2:00 P.M.

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Present: Commissioner Gloyd
Commissioner Lee
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of February 9, 1987.

Action: Approve.

ANNOUNCEMENTS

The Executive Session of the Civil Service Commission scheduled for Monday, February 9, 1987 was recessed due to a lack of a quorum to Monday, March 2, 1987 at 1:30 P.M.

CLASSIFICATION MATTERS

1007-87 Classification of one budgeted position in the new Class of 1163 Executive Assistant to the Director of Health. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish new classification of 1163 Executive Assistant to the Director of Health (J,2 2209B2209); class specification as detailed in the staff report.
2. Allocate one position approved in the 1986/87 Budget as A776 Administrative Assistant to the Director of Health (J, 2209B2209) to Class 1163 Executive Assistant to the Director of Health (J,2 2209B2209).
3. Amend Section 83/01/00 of the Annual Salary Ordinance administratively.
4. Advise the Decentralized Civil Service Unit of the Department of Public Health to administer an examination for the position.

CLASSIFICATION MATTERS (cont.)

1041-87 Survey of Purchasing Department's Storekeeper positions located at the Municipal Railway, Equipment Maintenance Facilities.
(Calendar Item No. 8)

Action: Adopt staff report.

1. Establish the following new classifications: class specifications as detailed in the staff report:
 1929 Parts Storekeeper (J, Sch. 47.2 \$925B1120)
 1931 Senior Parts Storekeeper (J, Sch. 48.9 \$1003B1214)
 1935 Principal Parts Storekeeper (J, Sch. 49.9 \$1052B1273)
 1937 Supervising Parts Storekeeper (J, Sch. 50.9 \$1104B1336)
2. Reclassify 28 positions in Class 1934 Storekeeper (Sch. 42.9 \$755B912) to Class 1929 Parts Storekeeper when this action does not adversely affect the incumbents.
3. Reclassify 1 position in Class 1932 Assistant Storekeeper (Sch. 40.9 \$638B830) to Class 1929 Parts Storekeeper when this action does not adversely affect the incumbent.
4. Reclassify 3 positions in Class 1936 Senior Storekeeper (Sch. 46.1 \$878B1062) to Class 1931 Senior Parts Storekeeper when this action does not adversely affect the incumbents.
5. Reclassify 2 positions in Class 1936 Senior Storekeeper (Sch. 46.1 \$878B1062) to Class 1935 Principal Parts Storekeeper when this action does not adversely affect the incumbents.
6. Reclassify 1 position in Class 1938 Stores and Equipment Assistant Supervisor (Sch. 49.4 \$1027B1243) to Class 1937 Supervising Parts Storekeeper when this action does not adversely affect the incumbent.
7. Advise the department to adjust its budget for Fiscal Year 1987-88.

1048-87 Classification of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health Central Office	1	6120 Environmental Health Inspector (Sch. 57.0 \$1477B1791)	Same
	1	6138 Industrial Hygienist (Sch. 56.0 \$1407B1706)	Same
Juvenile Court	1	1922 Senior Inventory Clerk (Sch. 41.8 \$717B866)	Same
S.F. Community College District	1	1446 Secretary II (Sch. 43.4 \$773B934)	1454 Executive Secretary III (Sch. 47.7 \$947B1147)

Action: Adopt staff report.

CLASSIFICATION MATTERS (cont.)

1049-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
337-86/87	Adult Probation	California Community Dispute Services
338-86/87	Arts Commission	Genevieve A. Baird
339-86/87	Arts Commission	Anne Rosenthal
340-86/87	Controller	Coard Consulting, Inc.
341-86/87	Controller	DBMS, Inc.
342-86/87	Controller	Metasys, Inc.
343-86/87	Fire	Psychological & Human Resources Consultants, Inc.
344-86/87	Port	Bendix Environmental Research, Inc.
345-86/87	Public Health	Alameda County Health Services Agency
346-86/87	Registrar of Voters	Data General Corporation
347-86/87	Registrar of Voters	The Integral Difference
348-86/87	District Attorney	Ronan Byrne
349-86/87	Police	Personnel Decisions, Inc.
350-86/87	Police	Nicole Shapiro
351-86/87	Port	Keyser-Marston Assoc., Inc.
352-86/87	Public Health	Elizabeth Owen & Associates, Ltd.
353-86/87	Public Health	Milliman & Robertson, Inc.
354-86/87	Public Works	Takahashi Consulting Engineers, Inc.
355-86/87	Public Works	Newcomb Anderson Associates
356-86/87	Public Works	Henry L. Chapot & Associates
357-86/87	Sheriff	Michael Barkhurst
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

COMPENSATION MATTERS

2037-87 Reconsideration of staff denial of request for internal adjustment from the Department of Social Services. (Calendar Item No. 14)

Action: Over to the Special Meeting of March 13, 1987.

2038-87 Reconsideration of staff denial of request for salary differential from Social Services Union-SEIU Local 535. (Calendar Item No. 15)

Action: Off calendar at the request of Local 535.

COMPENSATION MATTERS

2040-87 Reconsideration of staff denial of request for salary premium from the Office of the County Clerk. (Calendar Item No. 16)

Action: Adopt staff report; deny request.

2045-87 Salary adjustments and amendments to administrative provisions arising out of the Salary Standardization process for 1987-88. (Calendar Item No. 13)

Action: 1. Items 4 and 5 of the staff report over to the Special Meeting of March 13, 1987 at the request of Local 21.

 2. Adopt balance of staff report; notify and forward to the Board of Supervisors.

2046-87 Reconsideration of staff denial of requests from the Management Assistant Unit of United Public Employees Local 790 for change in benchmark allocation of Class 1818 Information Systems Specialist II. (Calendar Item No. 17)

Action: Off calendar at petitioner's request.

2047-87 Request for appointment above the entrance rate for various employees. (Calendar Item No. 6)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Candice Johnson 6220 Inspector of Weights & Measures	Agriculture & Weights & Measures	4	4
Martha Moore 1522 Confidential Secretary to City Attorney	City Attorney	4	4
Ernest Werts 1768 Technical Instructional Assistant, Photography	SF Community College District	3	3
Loretta Parish 8250 Fingerprint Technician II	Police	5	5
Kate Zimmerman 2558 Senior Physical Therapist	Public Health	5	5
Harold Young 2932 Senior Psychiatric Social Worker	Public Health	5	5

Action: 1. Item regarding Ernest Werts off calendar at the request of San Francisco Community College District.

 2. Adopt staff report on the remaining requests.

EXAMINATION MATTERS

- 3004-87 Appeal of staff denial of protest regarding the qualifications appraisal for Class 2248 Assistant Director of Clinical Services II, Senior Health Services. (Calendar Item No. 18)
- January 26, 1987: Over to the meeting of February 9, 1987 at the request of the appellant's attorney.
- February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.
- Rec: Off calendar. Request the opinion of the City Attorney as to the Commission's legal authority to apply the estoppel theory in this case.
- 3005-87 On remand from the Superior Court:
Reconsideration of Commission action denying the protest challenging the validity of Class 8262 Senior Criminalist examination.
(Calendar Item No. 12)
- June 16, 1986: Over to the meeting of June 30, 1986.
First item on agenda.
- June 30, 1986: Adopt staff report; deny appeals of Richard Gryzbowsky, Deborah Wakida and Ralph Whitten.
- January 26, 1987: Over to the meeting of February 9, 1987 to allow appellants to review tape recordings of oral interviews.
- February 9, 1987: Over to the meeting of March 2, 1987 at the request of staff.
- Action: Adopt staff report; deny appeals of Richard Gryzbowski, Debbie Wakida, and Ralph Whitten.
- 3011-87 Appeal of staff action for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer oral examinations.
(Calendar Item No. 9)
- February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.
- Action: Over to the meeting of March 13, 1987 at the request of staff.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 2, 1987

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

John Conner, 1844 Senior Management Assistant, 2/E-2, Public Utilities Commission, Utilities Engineering Bureau, 2/3/87.
(Calendar Item No. 26) (2)

Action: Over to the meeting of March 13, 1987 at the request of Local 790.

Patricia J. Cornelius, 2615 School Lunchroom Helper, 51/E-11, San Francisco Community College District, College Division, 1/30/87.
(Calendar Item No. 25) (2)

Action: Over to the meeting of March 13, 1987 at the request of Local 790.

Weldon D. Dorsey, 7530 Street Cleaner, LT, Department of Public Works, Street Cleaning, 1/16/87. (Calendar Item No. 20) (1)

Action: Over to the meeting of March 13, 1987 at Mr. Dorsey's request.

Ronald Dougherty, 9916 Public Service Aide, LT, Department of Public Works, Water Pollution Control, 12/23/86. (Calendar Item No. 34) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Vernelle Gomez, 8214 Parking Control Officer, 162/E-15, Airports Commission, Police Division, 10/1/86. (Calendar Item No. 21) (4)

October 20, 1986: Over to the meeting of November 3, 1986 at the request of Ms. Gomez's attorney.

November 3, 1986: Over to the meeting of December 1, 1986 at Ms. Gomez's request.

December 1, 1986: Over to the meeting of January 5, 1987 at Ms. Gomez's request.

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at Ms. Gomez's request.

January 26, 1987: Over to the meeting of February 9, 1987 at 2 P.M.

February 9, 1987: Over to the meeting of March 2, 1987 at the request of Ms. Gomez's attorney.

Action: Return name to list. No future employment in Class 8214 Parking Control Officer with the Airports Commission.

Virginia Goodenough, 2305 Psychiatric Technician, 5/E-14, Department of Public Health, San Francisco General Hospital Medical Center, 12/21/86. (Calendar Item No. 31) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Ronald Green, 7514 General Laborer, 223/E-05, Public Utilities Commission, San Francisco Municipal Railway, 1/20/87. (Calendar Item No. 24) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Canuto Iniquez, 1404 Clerk, 50/CPE-3, Department of Public Health, Laguna Honda Hospital, 12/16/86. (Calendar Item No. 33) (6)

Action: Over to the meeting of March 13, 1987 at the request of Mr. Iniquez.

Alton Jones, 9163 Transit Operator, 27/E-119, Public Utilities Commission, San Francisco Municipal Railway, 1/22/87. (Calendar Item No. 27) (2)

Action: Over to the meeting of April 6, 1987 at the request of Local 250A.

Brad McDougal, 7514 General Laborer, 116/E-5, Public Utilities Commission, San Francisco Water Department, 11/14/86. (Calendar Item No. 30) (6)

Action: Over to the meeting of March 13, 1987 at the request of Public Utilities Commission.

James C. Moore, 9163 Transit Operator, 109/E-117, Public Utilities Commission, San Francisco Municipal Railway, 1/28/87. (Calendar Item No. 28) (2)

Action: Over to the meeting of March 13, 1987 at the request of Public Utilities Commission.

Robin Rosenblatt, 2320 Registered Nurse, 3/E-725, Department of Public Health, Forensic Services, 1/16/87. (Calendar Item No. 23) (4)

Action: Over to the meeting of April 6, 1987 at the request of Mr. Rosenblatt.

Roger J. Sandness, 7410 Automotive Service Worker, 47/E-4, Public Utilities Commission, San Francisco Municipal Railway, 12/4/86. (Calendar Item No. 36) (7)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Over to the meeting of January 26, 1987 at the request of the Public Utilities Commission.

January 26, 1987: Over to the meeting of March 2, 1987 at the request of the Transport Workers Union.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

Gloria Sandoval, 330 Deputy Clerk, 9/CPE-1, Municipal Court, Traffic Division, 6/6/86. (Calendar Item No. 35) (7)

June 30, 1986: Over to the meeting of July 21, 1986 at the request of Ms. Sandoval's attorney.

July 21, 1986: Off calendar. A written complaint of discrimination filed within the next thirty (30) days will be accepted as timely.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Municipal Court.

Serafim Shapley, 2920 Medical Social Worker, 2/CPE-1, Department of Public Health, Laguna Honda Hospital, 12/26/86. (Calendar Item No. 32) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Ronnie Weston, 9163 Transit Operator, 176/E-119, Public Utilities Commission, San Francisco Municipal Railway, 1/23/87. (Calendar Item No. 29) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Irene Yika, 2302 Orderly, 25/E-318, Department of Public Health,
Laguna Honda Hospital, 11/21/86. (Calendar Item No. 22) (4)

December 15, 1986: Over to the meeting of January 5, 1987 at
Ms. Yika's request.

January 5, 1987: Over to the recessed meeting of January 8,
1987.

January 8, 1987: Over to the meeting of January 26, 1987 at
Ms. Yika's request.

January 26, 1987: Over to the meeting of February 9, 1987 at
the request of Local 250.

February 9, 1987: Over to the meeting of March 2, 1987 at the
request of Local 250.

Action: Dismiss from the Service. Cancel all current
examination and eligibility status. Future employment
subject to review and approval of the General Manager,
Personnel after satisfactory completion of one year's
work experience outside the City and County service.
Not to be employed again by the Department of Public
Health.

INDIVIDUAL'S REQUESTS TO SPEAK

None.

A D J O U R N M E N T

This meeting was adjourned in memory of Manuel Ceballos.



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 16, 1987

RESCHEDULED TO MARCH 13, 1987

3 P.M.

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Present: Commissioner Gloyd
Commissioner Lee
Commissioner Powell
Commissioner Texidor del Portillo

(Items Missed: 12, 13, 14,
16, and 18)

Excused: Commissioner Munson

Commissioner Texidor del Portillo presided (except items 12, 13, 14, 16 and 18).

Due to the absence of the vice president and during the absence of the president, Commissioner Louis Hop Lee was elected president pro tem and presided over consideration of items 12, 13, 14, 16 and 18.

MINUTES: Regular Meeting of March 2, 1987.

Action: Approve.

ANNOUNCEMENTS:

The Civil Service Commission met in Executive Session with the City Attorney on Monday, March 2, 1987 at 1:30 P.M. in Room 154C City Hall pursuant to Section 54956.9(a) of the Government Code of the State of California to discuss litigation in the matter of the San Francisco Interns and Residents Association versus the City and County of San Francisco (Superior Court Number 836-022).

All Commissioners were present.

The Civil Service Commission took the following action:

Approve in concept a contract between the City and County of San Francisco and the University of California regarding, among other provisions, the providing of the services of residents and interns to the San Francisco General Hospital Medical Center on condition that said contract includes a written acknowledgement of the University of California's legal obligation to recognize the residents and interns as a bargaining unit should they so select to be represented pursuant to the laws of the State of California (Vote of 4 to 1: Commissioner Powell dissenting).

CLASSIFICATION MATTER

1055-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
358-86/87	Arts Commission	Maria Alquilar
359-86/87	District Attorney	Harrison Sims
360-86/87	District Attorney	Beckie Masaki
361-86/87	District Attorney	Mt. Zion Hospital & Medical Center
362-86/87	District Attorney	Mabel Cadelinia McNall, R.N.
363-86/87	Public Health	University of California/SFGH
364-86/87	Public Health	Youth Projects, Inc./Women's Needs Center
365-86/87	Public Utilities Commission	Kmg Main Hurdman
366-86/87	Public Works	Rudolf Fehr
367-86/87	Public Works	JHK & Associates
368-86/87	Real Estate	Real Estate Research Corp.
369-86/87	Public Health	Donna L. Yee
370-86/87	Public Health	Ramsell Corporation
371-86/87	Public Health	Superior Business Services
372-86/87	Public Health	Protocol Systems, Inc.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

EXAMINATION MATTER

3011-87 Appeal of staff action for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer oral examinations. (Calendar Item No. 6)

February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.

March 2, 1987: Over to the meeting of March 13, 1987 at the request of staff.

Action: Off calendar. To be recalendared at some future date upon availability of the examination consultant.

IN-SERVICE MATTER

4225-87 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period for various classes. (Calendar Item No. 5)

Action: 1. Post Class 2907 Eligibility Worker Supervisor, Class 2940 Child Welfare Worker and Class 2946 Senior Eligibility Worker Supervisor for adoption at the meeting of April 6, 1987 (increase probationary period from six (6) months to nine (9) months).

IN-SERVICE MATTER (cont.)

4225-87
(cont.)

2. Post Class 9358 Crane Mechanic Supervisor and Class 9359 Assistant Superintendent, Harbor Maintenance, Cranes for adoption at the meeting of April 6, 1987 (increase probationary period from six (6) months to one (1) year).

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MARCH 16, 1987

RESCHEDULED TO MARCH 13, 1987

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Renee Ariate, 2312 Licensed Vocational Nurse, 13/E-79, Department of Public Health, San Francisco General Hospital Medical Center, 12/5/86. (Calendar Item No. 17) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Ramon Bendana, 7309 Car and Auto Painter, 13/E-1, Public Utilities Commission, San Francisco Municipal Railway, 2/11/87. (Calendar Item No. 23) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Manuel Chaffo, 1404 Clerk, 22/E-1, Public Utilities Commission, Bureau of Personel and Training, 2/13/87. (Calendar Item No. 24) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Patrice Chase, 1426 Senior Clerk Typist, 33/E-112, Department of Social Services, 1/26/87. (Calendar Item No. 9) (6)

Action: Off calendar at the request of Department of Social Services.

John Conner, 1844 Senior Management Assistant (near-list), Public Utilities Commission, Utilities Engineering Bureau, 2/3/87. (Calendar Item No. 14) (2)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Local 790.

Action: Return name to Holdover Roster for Class 3268 Municipal Stadiums Manager and authorize near-list certification to Class 1844 Senior Management Assistant. Not to be employed again by the Public Utilities Commission.

Patricia J. Cornelius, 2615 School Lunchroom Helper, 51/E-11, San Francisco Community College District, College Division, 1/30/87. (Calendar Item No. 12) (2)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Local 790.

Action: Return name to list under waiver to San Francisco Community College District.

Weldon D. Dorsey, 7530 Street Cleaner, LT, Department of Public Works, Street Cleaning, 1/16/87. (Calendar Item No. 8) (1)

March 2, 1987: Over to the meeting of March 13, 1987 at Mr. Dorsey's request.

Action: Approve. No restrictions.

Sarita Flowers, 2302 Orderly, 50/E-312, Department of Public Health, Laguna Honda Hospital, 2/13/87. (Calendar Item No. 10) (3)

Action: Off calendar at the request of Department of Public Health.

Canuto Iniquez, 1404 Clerk, 50/CPE-3, Department of Public Health, Laguna Honda Hospital, 12/16/86. (Calendar Item No. 16) (6)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Mr. Iniquez.

Action: Over to the meeting of April 6, 1987.

Ralph E. Johnson, 7372 Stationary Engineer, Sewage Plant, 25/E-18, Department of Public Works, Water Pollution Control, 2/13/87. (Calendar Item No. 22) (7)

Action: Over to the meeting of April 20, 1987 at the request of Mr. Johnson's attorney.

Brad McDougal, 7514 General Laborer, 116/E-5, Public Utilities Commission, San Francisco Water Department, 11/14/86. (Calendar Item No. 15) (6)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Public Utilities Commission.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

James C. Moore, 9163 Transit Operator, 109/E-117, Public Utilities Commission, San Francisco Municipal Railway, 1/28/87. (Calendar Item No. 13) (2)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Public Utilities Commission.

Action: Over to the meeting of April 6, 1987 at the request of the Transport Workers Union.

Lorna J. Palmer, 2302 Orderly, 24/E-313, Department of Public Health, Laguna Honda Hospital, 1/16/87. (Calendar Item No. 20) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Vicente S. Pascua, 7353 Water Meter Repairer, 11/CPE-5, Public Utilities Commission, San Francisco Water Department, 2/24/87. (Calendar Item No. 11) (4)

Action: Return name to list under waiver for temporary appointment only. After six (6) months satisfactory service, General Manager, Personnel to allow waiver against permanent appointment be removed.

George Umana, 2312 Licensed Vocational Nurse, 9/E-77, Department of Public Health, San Francisco General Hospital Medical Center, 2/9/87. (Calendar Item No. 18) (7)

Action: Over to the meeting of April 6, 1987.

Jane Wickman, 2320 Registered Nurse, 10/E-679, Department of Public Health, San Francisco General Hospital Medical Center, 2/6/87. (Calendar Item No. 19) (7)

Action: Over to the meeting of April 6, 1987 at Ms. Wickman's request.

Joanne B. Wiggins, 2302 Orderly, 72/E-312, Department of Public Health, Laguna Honda Hospital, 2/9/87. (Calendar Item No. 21) (7)

Action: Over to the meeting of April 6, 1987 at the request of Department of Public Health.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING MINUTES

FRIDAY, MARCH 13, 1987

1:30 P.M.

ROOM 2C (BASEMENT) CITY HALL

DOCUMENTS DEPT.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Powell
Commissioner Texidor del Portillo

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Excused: Commissioner Munson

Commissioner Texidor del Portillo presided

COMPENSATION MATTERS

2037-87 Reconsideration of staff denial of request for internal adjustment from the Department of Social Services. (Calendar Item No. 2)

March 2, 1987: Over to the Special Meeting of March 13, 1987.

Action: Adopt staff report; deny request.

2045-87 Salary adjustments and amendments to administrative provisions arising out of the Salary Standardization process for 1987-88. (Calendar Item No. 1)

March 2, 1987: 1. Items 4 and 5 of the staff report over to the Special Meeting of March 13, 1987 at the request of Local 21.

2. Adopt balance of staff report; notify and forward to the Board of Supervisors.

Action: 1. Sever the addendum submitted by the General Manager, Personnel and recess to March 23, 1987 at 7:30 A.M.

2. Adopt balance of staff report; notify and forward to the Board of Supervisors.

COMPENSATION MATTERS (cont.)

- 2049-87 Salary Standardization, 1987-88; adjustments and amendments; inclusion of private sector salary data; final benchmark salary recommendations. (Calendar Item No. 4)
- Action: Adopt staff report; forward to the Board of Supervisors.
-
- 2059-87 Reconsideration of staff denial of requests from the International Federation of Professional and Technical Engineers, Local 21. (Calendar Item No. 3)
- Action: 1. Grant a differential to effect a 3.0 step differential between Classes 6270, 6272 and 6274; and between Classes 6238 and 6244; and between Classes 6249 and 6250; and between Classes 6333, 6334 and 6336. (Vote of 3 to 1: Commissioner Carlota Texidor del Portillo dissenting).
2. Grant .8 internal adjustment to Classes 2819, 2822, 2823, 2824 and 2825.
3. Adopt balance of staff report; deny requests.



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING MINUTES

DOCUMENTS DEPT.

MONDAY, MARCH 23, 1987

MAR 26 1987

7:30 A.M.

SAN FRANCISCO
PUBLIC LIBRARY

DEPARTMENT OF PUBLIC HEALTH AUDITORIUM

ROOM 300, THIRD FLOOR, 101 GROVE STREET

Present: Commissioner Lee
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

Excused: Commissioner Gloyd

Commissioner Texidor del Portillo presided

2059-87 Reconsideration of Civil Service Commission action of March 13, 1987 on the supervisory series of inspection classifications. (Calendar Item No. 1) (Commissioners Texidor del Portillo, Munson and Powell)

March 13, 1987: Grant a differential to effect a 3.0 step differential between Classes 6270, 6272 and 6274;
and between Classes 6238 and 6244;
and between Classes 6249 and 6250;
and between Classes 6333, 6334 and 6336.
(Vote of 3 to 1: Commissioner Carlota Texidor del Portillo dissenting).

Action: 1. Rescind action of March 13, 1987.
2. Adopt staff report.
(Vote of 3 to 1: Commissioner Lee dissenting)



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

DOCUMENTS DEPT.

APR 13 1987

SAN FRANCISCO
PUBLIC LIBRARY

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 6, 1987

PART I - 2 P.M.

Present: Commissioner Gloyd

(Items Missed: 27, 31, 32,
35 and 36)

Commissioner Lee
Commissioner Powell
Commissioner Texidor del Portillo

Excused: Commissioner Munson

Commissioner Texidor del Portillo presided

MINUTES: A. Special Meeting of March 13, 1987

B. Regular Meeting of March 16, 1987

C. Special Meeting of March 23, 1987

Action: Approve.

CLASSIFICATION MATTERS

1070-37 Request to make a temporary exempt appointment in Class 1823 Senior Administrative Analyst. (Calendar Item No. 7)

Action: Adopt staff report.

1. Approve the temporary exempt appointment, effective April 7, 1987, of Mr. Larry B. Delaney to a position in Class 1823 Senior Administrative Analyst in accordance with Charter Section 8.300(5) for a period of one year pending establishment of a new class.
2. Approve the appointment of Mr. Larry B. Delaney, effective April 7, 1987, at the fourth step of the range for Class 1823 Senior Administrative Analyst (1986-87 \$1618 bi-weekly, \$42,230 annually) per the authority of Section VII A.3 of the Annual Salary Ordinance.

CLASSIFICATION MATTERS (cont.)

1071-87 Review of request for approval of proposed personal services contract. (Calendar Item No. 13)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
373-86/87	Public Health	University of California, San Francisco

Action: Over to the meeting of April 20, 1987 at the request of San Francisco Interns and Residents Association.

1072-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
374-86/87	Public Health	Women's Alcoholism Center
375-86/87	Public Health	Walden House, Inc.
376-86/87	Public Health	Family Service Agency/TAPP
377-86/87	Public Health	Ella Hill Hutch Community Center
378-86/87	Public Health	U.C. Regents, SFGH
379-86/87	Public Health	Mt. Zion Hospital
380-86/87	Public Health	Northeast Medical Services
381-86/87	Public Health	Urban Indian Health Board
382-86/87	Public Health	International Institute
383-86/87	Public Health	Mission Area Health Assoc.
384-86/87	Public Health	St. Luke's Hospital
385-86/87	Public Health	Polaris Research and Development
386-86/87	Public Health	Fairbank, Bregman and Maullin
387-86/87	Public Health	Jean Pierre & Co.
388-86/87	Public Health	Carlene Keller
389-86/87	Airport	Mitchell P. Postel
390-86/87	Airport	Earth Metrics Incorporated
391-86/87	Airport	O'Brien Kreitzberg & Assoc. Inc.
392-86/87	Arts Commission	John Liikala
393-86/87	CAO	Gensler & Associates/DMJM
394-86/87	Controller	Thorn EMI Computer Software
395-86/87	County Clerk	ADIA Personnel Services
396-86/87	Human Rights Comm.	Operation Sentinel
397-86/87	Police	Harry Lionel Knight, Ph.D.
398-86/87	Public Library	David Knopf

CLASSIFICATION MATTERS (cont.)

1072-87
(cont.)

399-86/87	Public Library	Marna Cohen
400-86/87	Public Utilities Commission	California Environmental Internship Program
401-86/87	Public Utilities Commission	SCT (LoAnne Hogan)
402-86/87	Public Utilities Commission	Brian Gray, Attorney-at-Law
403-86/87	Public Utilities Commission	Trans-Cal Maintenance
404-86/87	Public Works	Robinson, Mills & Williams
405-86/87	Public Works	Technical Roof Services, Inc.
406-86/87	Public Works	Parsons, Brinckerhoff, Quade & Douglas, Inc.
407-86/87	Recreation & Park	The Duffey Company
408-86/87	Recreation & Park	Ella Jenkins
409-86/87	Recreation & Park	Ruby Newman
410-86/87	Registrar of Voters	The Integral Difference
411-86/87	Registrar of Voters	Data General Corporation
412-86/87	Retirement System	Axe Core Investors, Inc.
413-86/87	Retirement System	Oecshle International
414-86/87	Social Services	Assoc. for Retarded Citizens
415-86/87	Social Services	Conard House, Inc.
416-86/87	Social Services	S.F. Council of Churches - Emergency Food Box Program
417-86/87	Social Services	St. Benedict Center Interpreting Services
418-86/87	Social Services	Laventhol & Horwath
419-86/87	Airport	RIDES for Bay Area Commuters
420-86/87	Controller	GE Consulting Services
421-86/87	Controller	Computer Resources Group
422-86/87	Police	Hearing Officers (list attached to the staff report)
423-86/87	Police	Walter Rowen and Associates
424-86/87	Public Works	Technical Roofing Services Inc.

- Action:
1. Contract Number 393-86/87 over to the meeting of April 20, 1987.
 2. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1073-87 Classification of positions in various City departments.
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
S.F. Community College District	1	1424 Clerk Typist (Sch. 39.4 \$641B773)	1426 Senior Clerk Typist (Sch. 41.4 \$704B850)
	1	1406 Senior Clerk (Sch. 41.1 \$694B838)	Same
	1	1406 Senior Clerk (Sch. 41.1 \$694B838)	1202 Personnel Clerk (Sch. 40.8 \$684B826)
	1	1426 Senior Clerk Typist (Sch. 41.4 \$704B850)	1227 Testing Technician (Sch. 41.2 \$697B842)
	1	1426 Senior Clerk Typist (Sch. 41.4 \$704B850)	1408 Principal Clerk (Sch. 45.3 \$846B1022)
PUC/MUNI	1	A709 Wire Rope Splicer Supervisor (J \$1261B1528)	Establish Class 7286 Wire Rope Cable Maintenance Supervisor (J, Sch. 53.7 \$1261B1528; FY 87-88, J, Sch. 54.4 \$1304B1580) Draft class specification as detailed in the staff report.

Action: Adopt staff report.

1254-86 Reconsideration of Civil Service Commission action of December 8, 1986 (Commissioners Gloyd, Lee, Munson and Texidor del Portillo): Reorganization of the Management and Children's Services Division, Department of Social Services. (Calendar Item No. 12)

December 1, 1986: Over to Special Meeting of December 8, 1986.

December 8, 1986: Deny staff report recommending the classification of two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$1818B2209).

January 26, 1987: Over to the meeting of February 9, 1987 at the request of Commissioner Powell (Vote of 4 to 1: Commissioner Gloyd dissents).

February 9, 1987: Off calendar at the call of the Chair.

Action: Over to the meeting of April 20, 1987 at the request of Local 535.

EXAMINATION MATTERS

3103-87 Request for reconsideration of staff denial of protests filed on the announcement for Class 2969 Assistant Director, Social Service Programs, Department of Social Services. (Calendar Item No. 15)

Action: Over to the meeting of April 20, 1987 by Commission action. Staff to provide with the information regarding minimum qualifications requested by the Commission.

Request for reconsideration of key answer protests for the written examination for Class 9211 Airport Police Sergeant.
(Calendar Item No. 16)

Action: Adopt staff report; deny appeal of Jim Millett.

IN-SERVICE MATTERS

4016-87 Progress Report, San Francisco Women's Employment Program.
(Calendar Item No. 9)

Action: Adopt staff report.

4225-87 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period for various classes. (Calendar Item No. 8)

March 13, 1987: 1. Post Class 2907 Eligibility Worker Supervisor, Class 2940 Child Welfare Worker and Class 2946 Senior Eligibility Worker Supervisor for adoption at the meeting of April 6, 1987 (increase probationary period from six (6) months to nine (9) months).

2. Post Class 9358 Crane Mechanic Supervisor and Class 9359 Assistant Superintendent, Harbor Maintenance, Cranes for adoption at the meeting of April 6, 1987 (increase probationary period from six (6) months to one (1) year).

Action: Adopt.

4324-87 Resolution of Commendation for Robert Sayles, Class 2730 School Custodial Services Supervisor I, San Francisco Community College District, upon his retirement after thirty-two (32) years of service. (Calendar Item No. 4)

Action: Approve.

4332-87 Appeal of the decision of the General Manager, Personnel regarding error in certification procedure. (Calendar Item No. 14)

Action: Over to the meeting of May 18, 1987 at the request of Larry Resnick.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 6, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

TERMINATION OF PROMOTIVE PROBATIONARY APPOINTMENT

Armando Aquino, 2736 Porter, 102/E-52, Department of Public Health, San Francisco General Hospital Medical Center, 1/29/87. (Calendar Item No. 30) (6)

Action: Off calendar at the request of the Department of Public Health.

Matthew Byrd, 7410 Automotive Service Worker, 32/E-7, Public Utilities Commission, San Francisco Water Department, 2/25/87. (Calendar Item No. 29) (6)

Action: Over to the meeting of May 4, 1987 at Mr. Byrd's request.

Teodora De La Cruz, 2924 Medical Social Worker Supervisor, 2/P-2, Department of Public Health, San Francisco General Hospital Medical Center, 2/26/87. (Calendar Item No. 18) (5)

Action: Disapprove. Reinstate to the position from which terminated with full back pay (Vote of 3 to 1: Commissioner Powell dissents).

Richard Dickerson, 7430 Assistant Electronic Maintenance Technician, 12/E-2, Public Utilities Commission, Facilities Maintenance, 3/6/87. (Calendar Item No. 35) (7)

Action: Over to the meeting of May 4, 1987 at Mr. Dickerson's request.

Kelley Ger, 2312 Licensed Vocational Nurse, 19/E-77, Department of Public Health, San Francisco General Hospital Medical Center, 1/30/87. (Calendar Item No. 33) (7)

Action: Over to the meeting of May 4, 1987 at the request of the parties.

Sandra M. Gomez, 2585 Health Worker I, 12/E-2, Department of Public Health, Community Health Programs, 2/13/87. (Calendar Item No. 20) (3)

Action: Off calendar at the request of the Department of Public Health.

Nathaniel Holmes, 7311 Cement Mason, 5/E-07, Department of Public Works, Building Repair, 3/5/87. (Calendar Item No. 23) (4)

Action: Over to the meeting of April 20, 1987 at the request of the Department of Public Works.

Canuto Iniquez, 1404 Clerk, 50/CPE-3, Department of Public Health, Laguna Honda Hospital, 12/16/86. (Calendar Item No. 27) (6)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Mr. Iniquez.

March 13, 1987: Over to the meeting of April 6, 1987.

Action: Approve with right to request reappointment in accordance with Civil Service Commission Rules.

Derone Johnson, 9163 Transit Operator, 170/E-116, Public Utilities Commission, San Francisco Municipal Railway, 2/23/87. (Calendar Item No. 36) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

Alton Jones, 9163 Transit Operator, 27/E-119, Public Utilities Commission, San Francisco Municipal Railway, 1/22/87. (Calendar Item No. 24) (2)

March 2, 1987: Over to the meeting of April 6, 1987 at the request of Local 250A.

Action: Reinstate to permanent class.

Adrienne Marshall, 1426 Senior Clerk Typist, 1/CPE-65, Department of Public Health, San Francisco General Hospital Medical Center, 3/4/87. (Calendar Item No. 19) (3)

Action: Off calendar at the request of the Department of Public Health.

Remley McCright, 9163 Transit Operator, 96/E-119, Public Utilities Commission, San Francisco Municipal Railway, 3/18/87. (Calendar Item No. 26) (2)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Michael McHenry, 1932 Assistant Storekeeper, 22/E-5, Department of Social Services, 3/12/87. (Calendar Item No. 39) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

James C. Moore, 9163 Transit Operator, 109/E-117, Public Utilities Commission, San Francisco Municipal Railway, 1/28/87. (Calendar Item No. 25) (2)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Public Utilities Commission.

March 13, 1987: Over to the meeting of April 6, 1987 at the request of the Transport Workers Union.

Action: Over to the meeting of May 4, 1987 at Mr. Moore's request.

German Pascasio, 2708 Custodian, 268/E-3, Airports Commission, Custodial Division, 3/6/87. (Calendar Item No. 22) (4)

Action: Return name to list under waiver for the Airports Commission. Waiver applies to this list only.

Robin Rosenblatt, 2320 Registered Nurse, 3/E-725, Department of Public Health, Forensic Services, 1/16/87. (Calendar Item No. 21) (4)

March 2, 1987: Over to the meeting of April 6, 1987 at the request of Mr. Rosenblatt.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Robert Sanders, 9163 Transit Operator, 97/E-116, Public Utilities Commission, San Francisco Municipal Railway, 3/13/87. (Calendar Item No. 37) (7)

Action: Over to the meeting of May 18, 1987 at Mr. Sanders' request.

George Umana, 2312 Licensed Vocational Nurse, 9/E-77, Department of Public Health, San Francisco General Hospital Medical Center, 2/9/87. (Calendar Item No. 31) (7)

March 13, 1987: Over to the meeting of April 6, 1987.

Action: No future employment with the City and County of San Francisco.

Cornell Vanderhorst, 7540 Track Maintenance Worker, 33/CPE-1, Public Utilities Commission, Facilities Maintenance, 3/6/87. (Calendar Item No. 38) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Jane Wickman, 2320 Registered Nurse, 10/E-679, Department of Public Health, San Francisco General Hospital Medical Center, 2/6/87. (Calendar Item No. 32) (7)

March 13, 1987: Over to the meeting of April 6, 1987 at Ms. Wickman's request.

Action: Off calendar. Ms. Wickman to notify the Assistant Secretary when prepared to proceed. Ineligible for all employment with the City and County of San Francisco pending final Civil Service Commission determination of future employability.

Joanne B. Wiggins, 2302 Orderly, 72/E-312, Department of Public Health, Laguna Honda Hospital, 2/9/87. (Calendar Item No. 34) (7)

March 13, 1987: Over to the meeting of April 6, 1987 at the request of Department of Public Health.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Clayton Zaleski, 2708 Custodian, 34/E-2, Airports Commission, Custodial Division, 1/23/87. (Calendar Item No. 28) (6)

Action: Approve. Not to be employed again by the Airports Commission.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 20, 1987

PART I - 2:00 P.M.

DOCUMENTS DEPT.

APR 24 1987

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Louis Hop Lee
Commissioner Genevieve Powell
Commissioner Carlota Texidor del Portillo

Excused: Commissioner Howard S. Gloyd
Commissioner A. Lee Munson

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of April 6, 1987

Action: Approve.

CLASSIFICATION MATTERS

1071-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 10)

NUMBER	DEPARTMENT	CONTRACTOR
373-86/87	Public Health	University of California, San Francisco

April 6, 1987: Over to the meeting of April 20, 1987 at the request of San Francisco Interns and Residents Association.

Action: Over to the meeting of May 4, 1987 at the request of the City Attorney.

1072-87 Review of request for approval of proposed personal services contract. (Calendar Item No. 13)

April 6, 1987: Contract Number 393-86/87 over to the meeting of April 20, 1987.

NUMBER	DEPARTMENT	CONTRACTOR
393-86/87	CAO	Gensler & Associates/DMJM

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1079-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
425-86/87	Commission on Aging	Asian Law Caucus
426-86/87	Commission on Aging	Bayview Hunters Point Senior Center
427-86/87	Commission on Aging	Bernal Heights Community Seniors
428-86/87	Commission on Aging	Canon Kip Community House
429-86/87	Commission on Aging	Catholic Social Services
430-86/87	Commission on Aging	Church of the Advent
431-86/87	Commission on Aging	Family Service Agency
432-86/87	Commission on Aging	Filipino American Council
433-86/87	Commission on Aging	Golden Gate Senior Services
434-86/87	Commission on Aging	Kimochi, Inc.
435-86/87	Commission on Aging	Legal Assistance to the Elderly
436-86/87	Commission on Aging	Los Mayores/Centro Latino de S.F.
437-86/87	Commission on Aging	Meals on Wheels
438-86/87	Commission on Aging	Mission Community Legal Defense
439-86/87	Commission on Aging	Mission Neighborhood Center
440-86/87	Commission on Aging	Mt. Zion Hospital Geriatric Services
441-86/87	Commission on Aging	Multi-Services Center for Koreans
442-86/87	Commission on Aging	Native American Senior Center
443-86/87	Commission on Aging	North of Market Senior Services
444-86/87	Commission on Aging	Operation Concern of PMC
445-86/87	Commission on Aging	Pleasure Endeavors
446-86/87	Commission on Aging	Reality House West
447-86/87	Commission on Aging	Recreation Center for the Handicapped
448-86/87	Commission on Aging	Russian American Community Services
449-86/87	Commission on Aging	The Salvation Army
450-86/87	Commission on Aging	S.F. Council of Churches
451-86/87	Commission on Aging	S.F. Home Health Services-PMC
452-86/87	Commission on Aging	S.F. Senior Center, Downtown

CLASSIFICATION MATTERS (cont.)

1079-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
453-86/87	Commission on Aging	Self-Help for the Elderly
454-86/87	Commission on Aging	Services for Seniors
455-86/87	Commission on Aging	Support Services for Elders
456-86/87	Commission on Aging	United Jewish Community Center
457-86/87	Commission on Aging	Visitation Valley Community Center
458-86/87	Commission on Aging	Western Addition Senior Citizens Center
459-86/87	Commission on Aging	YMCA of San Francisco
460-86/87	Commission on Aging	YWCA of San Francisco
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1081-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
461-86/87	Airport	Janis Bell
462-86/87	Arts Commission	Christine Puskas
463-86/87	CAO	Brown, Vence & Assoc., Inc.
464-86/87	CAO	Jane Grossman
465-86/87	Human Rights Commission	S.F. State University
466-86/87	Human Rights Commission	Hastings College of Law
467-86/87	Public Health	Marguerite Rubenstein
468-86/87	Public Health	International Institute
469-86/87	Public Health	Family Service Agency
470-86/87	Public Utilities Commission	Information Systems Assoc.
471-86/87	Public Utilities Commission	Booz, Allen & Hamilton
472-86/87	Public Works	Kaplan McLaughlin & Diaz
473-86/87	Public Works	McLellan and Copenhagen
474-86/87	Social Services	Geneva Social Development Center
475-86/87	Social Services	St. Vincent de Paul
476-86/87	Social Services	The Episcopal Sanctuary
477-86/87	Social Services	Salvation Army
478-86/87	Public Works	Manna Consultants, Inc.

CLASSIFICATION MATTERS (cont.)

1081-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
479-86/87	CAO	Environmental Intern Program
480-86/87	Public Health	Peter B. Harrison, M.D.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1254-86

Reconsideration of Civil Service Commission action of December 8, 1986 (Commissioners Gloyd, Lee, Munson and Texidor del Portillo): Reorganization of the Management and Children's Services Division, Department of Social Services. (Calendar Item No. 14)

December 1, 1986: Over to Special Meeting of December 8, 1986.

December 8, 1986: Deny staff report recommending the classification of two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$181882209).

Janaury 26, 1987: Over to the meeting of February 9, 1987 at the request of Commissioner Powell (Vote of 4 to 1: Commissioner Gloyd dissents).

February 9, 1987: Off calendar at the call of the Chair.

April 6, 1987: Over to the meeting of April 20, 1987 at the request of Local 535.

Action: Over to the meeting of May 18, 1987 at the request of the Department of Social Services.

COMPENSATION MATTERS

2090-87

Salary Standardization for Registered Nurse classifications (Charter Section 8.403), 1987-88. (Calendar Item No. 9)

Action: Adopt staff report; forward to the Board of Supervisors.

2091-87

Request for appointment above the entrance rate for various employees. (Calendar Item No. 7)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Walter H. Gorman 3520 Museum Preparator	Asian Art Museum	5	5
Eugene V. Barron 4265 Senior Real Property Appraiser	Assessor	5	5
Daniel Siegel 8183 Assistant Chief Attorney I	City Attorney	4	4
Peter A. Albert 5260 Architectural Assistant I	City Planning	3	3

2091-87
(cont.)

COMPENSATION MATTERS (cont.)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Robert Kellar 1242 Personnel Analyst	Civil Service Commission	4	4
Thomas J. Padden 8146 District Attorney's Investigator	District Attorney	5	5
Gayle Williams 8157 Family Support Investigator I	District Attorney	5	5
Kelly L. Raftery 8176 Trial Attorney	District Attorney	5	5
Corbin A. Weiss 8176 Trial Attorney	District Attorney	5	5
Julian Oliver 1426 Senior Clerk Typist	Fire	5	5
Lawrence Funk 2143 Hospital Assistant Administrator	Public Health	3	3
Sharon Kennison 2143 Hospital Assistant Administrator	Public Health	4	4
Patricia Booker 2202 Dental Aide	Public Health	5	5
Laura Gallagher 2320 Registered Nurse	Public Health	5	5
Barbara Cahrseen 6138 Industrial Hygienist	Public Health	5	5
Walter Kimball 2708 Custodian	Library	2	2
Richard E. Major 1426 Senior Clerk Typist	Public Works	5	5
Mohamade Sheykhzadeh 6138 Industrial Hygienist	S.F. Unified School District	4	4
Sharon K. Heath 8174 Attorney Civil & Criminal	Sheriff	3	3
Dorothy Enisman 2946 Senior Eligibility Worker Supervisor	Social Services	4	4
Action: Adopt staff report.			

2094-87 Requests for Supervisory Differential Adjustments as provided by
Section IV.F of the Salary Standardization Ordinance.
(Calendar Item No. 8)

Action: Adopt staff report; approve Supervisory Differential
Adjustments; notify departments accordingly.

EXAMINATION MATTERS

3103-87 Request for reconsideration of staff denial of protests filed on the announcement for Class 2969 Assistant Director, Social Service Programs, Department of Social Services. (Calendar Item No. 15)

April 6, 1987: Over to the meeting of April 20, 1987 by Commission action. Staff to provide the information regarding minimum qualifications requested by the Commission.

Action: Over to the meeting of May 18, 1987 at the request of the Department of Social Services.

3119-87 Reconsideration of action by the General Manager, Personnel on the performance test for Class 7376 Sheet Metal Worker. (Calendar Item No. 16)

Action: Over to the meeting of May 4, 1987 at the request of the appellant's attorney.

IN-SERVICE MATTERS

4391-87 Resolution of Commendation for Donald Ralph French, Class 1402 Junior Clerk, Civil Service Commission, upon his retirement after thirty (30) years of service. (Calendar Item No. 4)

Action: Adopt.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - APRIL 20, 1987

PART II - 3:00 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

John Coleman, 2615 School Lunchroom Helper, 88/E-11, San Francisco Unified School District, Food Services Division, 3/24/87. (Calendar Item No. 23) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Steven A. Dobbs, 5265 Architectural Associate I, 10/CPE-3, Department of Public Works, Architecture Division, 3/16/87. (Calendar Item No. 21) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Nathaniel Holmes, 7311 Cement Mason, 5/E-07, Department of Public Works, Building Repair, 3/5/87. (Calendar Item No. 20) (4)

April 6, 1987: Over to the meeting of April 20, 1987 at the request of the Department of Public Works.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of six (6) months work experience outside the City and County service.

Corinne Hoopai, 2320 Registered Nurse, 3/E-734, Department of Public Health, San Francisco General Hospital Medical Center, 12/12/86. (Calendar Item No. 24) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Sophia Jackson, 2425 Radiologic Technologist I, 8/E-11, Department of Public Health, San Francisco General Hospital Medical Center, 3/16/87. (Calendar Item No. 22) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Ralph E. Johnson, 7372 Stationary Engineer, Sewage Plant, 25/E-18, Department of Public Works, Water Pollution Control, 2/13/87. (Calendar Item No. 25) (7)

March 13, 1987: Over to the meeting of April 20, 1987 at the request of Mr. Johnson's attorney.

Action: Over to the meeting of May 4, 1987 at the request of Mr. Johnson's attorney.

David Lopez, 8482 Crime Prevention Worker, 2/E-18, San Francisco Police Department, Senior Escort Program, 3/25/87. (Calendar Item No. 18) (3)

Action: Grant appeal. Disapprove Automatic Resignation: Reinststate to position.

John Phillips, 2708 Custodian, 164/E-3, San Francisco Unified School District, Custodial Services, 3/16/87. (Calendar Item No. 19) (3)

Action: Off calendar at the request of the San Francisco Unified School District.

INDIVIDUALS' REQUESTS TO SPEAK

A D J O U R N M E N T

This meeting was adjourned in memory of Patricia MacLachlan, an employee of the Civil Service Commission from May 20, 1968 to June 30, 1980 and a member of the Department of Public Health, San Francisco General Hospital, since that time, who died on April 12, 1987.



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 4, 1987

PART I - 3 P.M.

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Present: Commissioner Gloyd
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

Excused: Commissioner Lee

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of April 20, 1987

Action: Approve.

CLASSIFICATION MATTERS

1071-87 Review of request for approval of proposed personal services contracts. (Calendar Item No. 11)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
373-86/87	Public Health	University of California, San Francisco

April 6, 1987: Over to the meeting of April 20, 1987 at the request of San Francisco Interns and Residents Association.

April 20, 1987: Over to the meeting of May 4, 1987 at the request of the City Attorney.

Action: Off calendar at the call of the Chair.

1080-87 Survey of one newly added position for the Public Utilities Commission, San Francisco Municipal Railway. (Calendar Item No. 5)

Action: Over to the meeting of May 18, 1987.

CLASSIFICATION MATTERS (cont.)

1090-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
481-86/87	Public Health	Mental Health Management I, Inc. (Canyon Manor)
482-86/87	Public Health	Crosby and Overton
483-86/87	Public Health	North State Environmental
484-86/87	Public Health	North American Environmental
485-86/87	Public Health	American Environmental Management Corp.
486-86/87	Public Health	Asian American Residential Recovery Services
487-86/87	Public Health	El Instituto Familiar De La Raza
488-86/87	Public Health	Westside Community Mental Health Center/Multicultural Prevention Resource Center
489-86/87	Airport	Martin & Associates
490-86/87	CAO	First Boston Corp. & Pryor, Goven, Counts & Co., Inc.
491-86/87	CAO	Orrick, Herrington & Sutcliffe/Hunter & Anderson
492-86/87	Fire	Core Corporation
493-86/87	Port	Carol M. Brown
494-86/87	Public Utilities Commission	Pacific Gas & Electric Company
495-86/87	Public Works	American Society of Testing Material
496-86/87	Public Works	Testing Engineers, Inc.
497-86/87	Public Works	Campbell Pacific Nuclear Corp.
498-86/87	Public Works	Soil and Plant Laboratory, Inc.
499-86/87	Public Works	Signet Testing Laboratories, Inc.
500-86/87	Public Works	Pacific Calibration Service
501-86/87	Public Works	F.W. Associates, Inc.
502-86/87	Public Works	CAM, Inc.
503-86/87	Public Works	Geotechnical Consultants, Inc.
504-86/87	Public Works	OMNI-Group, Inc.
505-86/87	Social Services	Glide Foundation
506-86/87	Social Services	Economic Opportunity Council
507-86/87	Social Services	St. Patrick's Day Care Center

CLASSIFICATION MATTERS (cont.)

1090-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
508-86/87	Social Services	Florence Crittenton Services
509-86/87	Social Services	Family Service Agency
510-86/87	Social Services	Cross Cultural Family Center
511-86/87	Social Services	Audrey L. Smith Development Center
512-86/87	Social Services	Mission Childcare Consortium, Inc.
513-86/87	Social Services	S.F. SPCA
514-86/87	Social Services	Recreation Center for the Handicapped
515-86/87	Controller	Gentry, Inc.
516-86/87	Controller	Precision Writing
517-86/87	Port	Specialized Communications
518-86/87	Port	Applied Computer Management
519-86/87	Public Health	The CBORD Group, Inc.
520-86/87	Public Health	Poolman, Shih & Platten, Inc.
521-86/87	Public Utilities Commission	C.G. Computer
522-86/87	Public Utilities Commission	Infomanage, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1091-87 Survey of one new position budgeted in Class 2452 Director of Pharmaceutical Services, Department of Health. (Calendar Item No. 6)

Action: Adopt staff report.

1. Establish new classification of 2455 Pharmacy Director, Laguna Honda Hospital (1986/87 Sch. J, Z 59.2 \$1642B1994; 1987-88 Sch. 59.9 \$1698B2063) class specification as detailed in the staff report.
2. Allocate one position budgeted as 2452 Director of Pharmaceutical Services (Sch. Z 59.2 \$1642B1994) to the new classification.
3. Amend Section 85-00-00 of the Annual Salary Ordinance administratively.
4. Abolish Class 2451 Senior Pharmacist when the single position in this class becomes vacant.
5. Advise the Decentralized Civil Service Unit of the Department of Health to administer an examination for the new class.

EXAMINATION MATTERS

3119-87 Appeal of staff decision on the performance test for Class 7376 Sheet Metal Worker. (Calendar Item No. 10)

April 20, 1987: Over to the meeting of May 4, 1987 at the request of the appellant's attorney.

Action: Off calendar; appeal withdrawn.

IN-SERVICE MATTERS

4300-86 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for Class 8238 Police Communications Dispatcher from six (6) months to one (1) year. (Calendar Item No. 7)

April 21, 1986: Post for adoption at the meeting of May 5, 1986.

May 5, 1986: Off calendar to complete meet and confer process.

Action: Adopt staff report; amend Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period from six (6) months to one (1) year for Class 8238 Police Communications Dispatcher.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 4, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Alexander D. Alfaro, Q-2 Police Officer, 523/E-90, San Francisco Police Department, Traffic Bureau, 4/9/87. (Calendar Item No. 18) (6)

Action: Approve. Not to be employed again by the San Francisco Police Department.

Delores A. Beasley, 1426 Senior Clerk Typist, 9/CPE-72, San Francisco Community College District, College Division, 4/24/87. (Calendar Item No. 20) (6)

Action: Over to the meeting of May 18, 1987 at the request of Local 790.

Matthew Byrd, 7410 Automotive Service Worker, 32/E-7, Public Utilities Commission, San Francisco Water Department, 2/25/87. (Calendar Item No. 17) (6)

April 6, 1987: Over to the meeting of May 4, 1987 at Mr. Byrd's request.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Richard Dickerson, 7430 Assistant Electronic Maintenance Technician, 12/E-2, Public Utilities Commission, Facilities Maintenance, 3/6/87. (Calendar Item No. 28) (7)

April 6, 1987: Over to the meeting of May 4, 1987 at Mr. Dickerson's request.

Action: Future employment subject to review and approval of the General Manager, Personnel after presentation of evidence of satisfactory progress in a rehabilitation program. Not to be employed for three (3) calendar months.

John H. Durham, 9163 Transit Operator, 1353/E-112, Public Utilities Commission, San Francisco Municipal Railway, 3/26/87. (Calendar Item No. 24) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Kelley Ger, 2312 Licensed Vocational Nurse, 19/E-77, Department of Public Health, San Francisco General Hospital Medical Center, 1/30/87. (Calendar Item No. 26) (7)

April 6, 1987: Over to the meeting of May 4, 1987 at the joint request of the parties.

Action: Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health for three (3) calendar years.

Jerry B. Grays, 9163 Transit Operator, 261/E-111, Public Utilities Commission, San Francisco Municipal Railway, 3/28/87. (Calendar Item No. 29) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Jimmy Hall, 9163 Transit Operator, 81/P-121, Public Utilities Commission, San Francisco Municipal Railway, 4/1/87. (Calendar Item No. 14) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Thomas Harrison, 9163 Transit Operator, 538/E-113, Public Utilities Commission, San Francisco Municipal Railway, 3/16/87. (Calendar Item No. 30) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Carlton Harvey, 7410 Automotive Service Worker, 158/E-7, Public Utilities Commission, San Francisco Municipal Railway, 4/17/87. (Calendar Item No. 31) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Franz Henderson, 9163 Transit Operator, 133/E-109, Public Utilities Commission, San Francisco Municipal Railway, 3/25/87. (Calendar Item No. 32) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Robert Howard, 2708 Custodian, 79/E-59, Public Utilities Commission, San Francisco Municipal Railway, 4/24/87. (Calendar Item No. 15) (4)

Action: Return name to list. Not to be employed again by the Public Utilities Commission.

Ralph E. Johnson, 7372 Stationary Engineer, Sewage Plant, 25/E-18, Department of Public Works, Water Pollution Control, 2/13/87. (Calendar Item No. 25) (7)

March 13, 1987: Over to the meeting of April 20, 1987 at the request of Mr. Johnson's attorney.

April 20, 1987: Over to the meeting of May 4, 1987 at the request of Mr. Johnson's attorney.

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service and presentation of evidence of satisfactory progress in a rehabilitation program.

Vincent Juliano, 1446 Secretary I', 1/CPE-16, San Francisco Port Commission, Maritime Division, 4/14/87. (Calendar Item No. 13) (5)

Action: Approve. Reinstate to a position in the class from which promoted. Return name to list for Class 1446. Not to be employed again by the Port Commission.

Anna Lumsey, 9163 Transit Operator, 657/E-113, Public Utilities Commission, San Francisco Municipal Railway, 3/28/87. (Calendar Item No. 33) (7)

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

Michael Mendoza, 9163 Transit Operator, 25/E-118, Public Utilities Commission, San Francisco Municipal Railway, 12/31/86. (Calendar Item No. 23) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

James C. Moore, 9163 Transit Operator, 109/E-117, Public Utilities Commission, San Francisco Municipal Railway, 1/28/87. (Calendar Item No. 16) (2)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Public Utilities Commission.

March 13, 1987: Over to the meeting of April 6, 1987 at the request of the Transport Workers Union.

April 6, 1987: Over to the meeting of May 4, 1987 at Mr. Moore's request.

Action: Over to the meeting of May 18, 1987 at Mr. Moore's request. The Commission stipulated that no further continuances would be granted.

Ocie Rucker, 1202 Personnel Clerk, 101/CPE-1, Department of Public Health, Laguna Honda Hospital, 4/4/87. (Calendar Item No. 22) (6)

Action: Cancel all current examination and eligibility status. No future employment with the City and County of San Francisco.

Alejandro Serrano, Q-2 Police Officer, 382/E-90, San Francisco Police Department, Mission Station, 4/7/87. (Calendar Item No. 19) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

Captoroo Taylor, 2302 Orderly, 4/E-254, Department of Public Health, Laguna Honda Hospital, 4/20/87. (Calendar Item No. 27) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Leroi Thorn, 9163 Transit Operator, 1120/E-112, Public Utilities Commission, San Francisco Municipal Railway, 2/25/87. (Calendar Item No. 34) (7)

Action: Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one calendar year's work experience outside the City and County service.

Policarpia Vallero, 2674 Child Center Houseparent, 11/E-10, San Francisco Unified School District, Children's Centers, 2/17/87. (Calendar Item No. 21) (6)

Action: Over to the meeting of May 18, 1987 at the request of the San Francisco Unified School District.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 18, 1987

PART I - 2 P.M.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided

MINUTES: Regular Meeting of May 4, 1987

Action: Approve.

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CLASSIFICATION MATTERS

1074-87 Classification of two positions at the Port of San Francisco.
(Calendar Item No. 8)

Action: Adopt staff report.

1. Retitle and amend the specification for Class 9385 Business Service Officer, Port to Class 9385 General Services Officer, Port, draft class specification as detailed in the staff report.
2. Allocate one position identified in the budget as A774 Yardchecker (J \$1032B1249) to Class 9385 General Services Officer, Port (Sch. 47.8 \$952B1152).
3. Classify one new position budgeted in Class 2720 Janitorial Services Supervisor (Sch. 47.8 \$952B1152) to Class 9385 General Services Officer, Port.
4. Amend the Annual Salary Ordinance to reflect these actions.

1080-87 Survey of one newly added position for the Public Utilities Commission, San Francisco Municipal Railway. (Calendar Item No. 7)

May 4, 1987: Over to the meeting of May 18, 1987.

Action: Adopt staff report.

1. Establish Class 9193 Deputy General Manager, Administration, Municipal Railway (FY 86-87: J, Z \$248382483) (FY 87-88: \$259682596) class specification as detailed in the staff report.

CLASSIFICATION MATTERS (cont.)

1080-87
(cont.)

2. Allocate one position listed as A786 Deputy General Manager, Administration to the new class.
3. Amend Annual Salary Ordinance Section 35-01-00-31001-001 to reflect this action.

1097-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
523-86/87	CAO	Edgar Dunn & Conover, Inc.
524-86/87	CAO	Convention & Visitors Bureau
525-86/87	CAO	Hood & Strong; Morris Davis & Co.
526-86/87	City Attorney	McDonough, Holland & Allen
527-86/87	City Attorney	Shute, Mihaly & Weinberger
528-86/87	Human Rights Commission	University of California, School of Law, Boalt Hall
529-86/87	Mayor's Office	National Economic Development and Law Center
530-86/87	Police	Southeast Community College Center
531-86/87	Police	Dr. Edward Blake
532-86/87	Port	Randall S. Rossi, Ph.D.
533-86/87	Public Health	Pacific Presbyterian Medical Center, /Garden Sullivan Hospital
534-86/87	Public Health	The Regents of University of California, John O'Connor
535-86/87	Public Health	Bayview-Hunter's Point-Adult Day Health Center
536-86/87	Public Health	Regents-UCSF AIDS Health Project
537-86/87	Public Health	S.F. Hearing & Speech Center
538-86/87	Public Health	Ecology & Environment, Inc.
539-86/87	Public Health	Ecology & Environment, Inc.
540-86/87	Public Health	Joel M. Cohen, Inc.
541-86/87	Public Health	Ecology & Environment, Inc.
542-86/87	Public Utilities Commission	The Community Board Program, Inc.
543-86/87	Public Utilities Commission	Touche Ross & Co.
544-86/87	Social Services	Eugenia Perez, Ph.D.
545-86/87	Social Services	J. Donald Cohon, Jr., Ph.D.
546-86/87	Social Services	Carolyn B. Block, Ph.D.

CLASSIFICATION MATTERS (cont.)

1097-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
547-86/87	Social Services	Alicia F. Lieberman, Ph.D.
548-86/87	Social Services	Martin E. Glasser, M.D.
549-86/87	Social Services	Valata Jenkins-Monroe, Ph.D.
550-86/87	Public Health	McDonnell Douglas Health Information Systems Company
551-86/87	Public Health	McDonnell Douglas Health Information Systems Company
552-86/87	Public Works	Nunn Better
553-86/87	Public Works	W. Martin Cass
554-86/87	Public Utilities Commission	David Pilpel

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1098-87 Classification of two positions in the new Class of 2555 Physical Therapist Assistant, Department of Public Health. (Calendar Item No. 9)

Action: Adopt staff report.

1. Establish new classification of 2555 Physical Therapist Assistant (1986-87 Sch. J 46.0 \$87481057; 1987-88 Sch. 46.9 \$91281104), class specification as detailed in the staff report.
2. Allocate two positions currently budgeted as A760 Physical Therapy Assistant (1986-87 Sch. J 46.0 \$87481057) to the new classification.
3. Amend Section 86-01-00 of the Annual Salary Ordinance accordingly.
4. Advise the Decentralized Civil Service Unit of the Department of Public Health to conduct an examination for positions in the class.

1101-87 Amendment and retitling of specification for Class 2171 Medical Director, Laguna Honda Hospital. (Calendar Item No. 10)

Action: Adopt staff report.

1. Amend and retitle Class 2171 Medical Director, Laguna Honda Hospital (Sch. Z 69.7 \$273783327, entrance at Step 5) to Class 2171, Associate Administrator, Medical Services, Laguna Honda Hospital. (Sch. Z 69.7 \$273783327, entrance at Step 5), class specification as detailed in the staff report.
2. Amend Section 85-01-00 of the Annual Salary Ordinance administratively.

1102-87 Request to make temporary exempt appointments in Class 2556 Physical Therapist per Charter Section 8.300(5) for as-needed, per diem appointees. (Calendar Item No. 11)

CLASSIFICATION MATTERS (cont.)

1102-87
(cont.)

Action: Adopt staff report.

1. Approve exempt appointments in Class 2556 Physical Therapist in accordance with Charter Section 8.300(5) for as-needed, per diem appointees pending establishment of a premium differential.
2. Approve appointments to positions at the fifth step (\$1273 BW) of the range per Section VII A.38 of the Salary Standardization Ordinance.

1103-87 Classification of positions in various City department.
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Works	1	5230 Traffic Engineer (Sch. 59.3 \$165082004)	Same
District Attorney	1	8176 Trial Attorney, Civil and Criminal (Sch. 58.1 \$155881890)	Same
	1	1460 Senior Legal Stenographer (Sch. 48.8 \$99881208)	Same

Action: Adopt staff report.

1254-86 Reconsideration of Civil Service Commission action of December 8, 1986 (Commissioners Gloyd, Lee, Munson and Texidor del Portillo): Reorganization of the Management and Children's Services Division, Department of Social Services. (Calendar Item No. 18)

December 1, 1986: Over to Special Meeting of December 8, 1986.

December 8, 1986: Deny staff report recommending the classification of two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$181882209).

January 26, 1987: Over to the meeting of February 9, 1987 at the request of Commissioner Powell (Vote of 4 to 1: Commissioner Gloyd dissents).

February 9, 1987: Off calendar at the call of the Chair.

April 6, 1987: Over to the meeting of April 20, 1987 at the request of Local 535.

April 20, 1987: Over to the meeting of May 18, 1987 at the request of the Department of Social Services.

Action: Off calendar at the request of the Department of Social Services.

COMPENSATION MATTERS

2117-87 Request for appointment above the entrance rate for various employees. (Calendar Item No. 5)

COMPENSATION MATTERS (cont.)

2117-87
(cont.)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Theodore Labey 8181 Assistant Chief Attorney I	City Attorney	3	3
Brian Stern 8178 Senior Attorney	City Attorney	2	2
Gale Leung 8176 Trial Attorney	District Attorney	3	3
Adrianna Gross 1842 Management Assistant	Public Utilities Commission	4	4
Kieran Murphy 1816 Actuary	Retirement System	4	4

Action: Adopt staff report.

EXAMINATION MATTERS

3004-87 Appeal of staff denial of protest regarding the qualifications appraisal for Class 2248 Assistant Director of Clinical Services II, Senior Health Services. (Calendar Item No. 15)

January 26, 1987: Over to the meeting of February 9, 1987 at the request of the appellant's attorney.

February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.

March 2, 1987: Off calendar. Request the opinion of the City Attorney as to the Commission's legal authority to apply the estoppel theory in this case.

Rec: Over to the Special Meeting of June 29, 1987 at the request of the appellant's attorney.

3103-87 Request for reconsideration of staff denial of protests filed on the announcement for Class 2969 Assistant Director, Social Service Programs, Department of Social Services. (Calendar Item No. 19)

April 6, 1987: Over to the meeting of April 20, 1987 by Commission action. Staff to provide the information regarding minimum qualifications requested by the Commission.

April 20, 1987: Over to the meeting of May 18, 1987 at the request of the Department of Social Services.

Action: Off calendar at the request of the Department of Social Services.

IN-SERVICE MATTERS

4332-87 Appeal of the decision of the General Manager, Personnel regarding error in certification procedure. (Calendar Item No. 15A)

April 6, 1987: Over to the meeting of May 18, 1987 at the request of Larry Resnick.

Action: Over to the Special Meeting of June 29, 1987 at the request of staff.

IN-SERVICE MATTERS (cont.)

- 4499-87 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for certain classes from six (6) months to one (1) year. (Calendar Item No. 12)
- Action: Post for adoption at the meeting of June 1, 1987 (Class 1839 Water Conservation Administrator, Class 3486 Watershed Forester and Class 3488 Watershed Resources Manager).
- 4504-87 Request for exempt status for Class P-103 Special Duty Nurse. (Calendar Item No. 14)
- Action: Over to the Special Meeting of June 1, 1987 at the request of Local 790.
- 4505-87 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for certain classes from six (6) months to one (1) year. (Calendar Item No. 13)
- Action: Post for adoption following meet and confer (Class 3630 Librarian I, Class 3632 Librarian II, Class 3634 Librarian III, and Class 3644 City Archivist).

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - MAY 18, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Markel D. Anthony, 1458 Legal Stenographer, 2/CPE-16, Treasurer/Tax Collector, Legal Division, 4/27/87. (Calendar Item No. 22) (4)

Action: Over to the Special Meeting of June 29, 1987 at the request of the Treasurer.

Armando Aquino, 2736 Porter, 102/E-52, Department of Public Health, San Francisco General Hospital Medical Center, 1/29/87. (Calendar Item No. 26) (6)

April 6, 1987: Off calendar at the request of the Department of Public Health.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Gloria Austin, 2905 Senior Eligibility Worker, 37/CPE-4, Department of Social Services, 4/20/87. (Calendar Item No. 32) (6)

Action: Over to the Special Meeting of June 29, 1987 at Ms. Austin's request.

Delores A. Beasley, 1426 Senior Clerk Typist, 9/CPE-72, San Francisco Community College District, College Division, 4/24/87. (Calendar Item No. 28) (6)

May 4, 1987: Over to the meeting of May 18, 1987 at the request of Local 790.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) years' work experience outside the City and County service. Not to be employed again by the San Francisco Community College District. No future employment in any position involving the handling of funds or financial records or payroll records.

Curline Harris, 2708 Custodian, 2/E-2, Airports Commission, Custodial Services, 4/23/87. (Calendar Item No. 33) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Airports Commission.

Edward Jaworski, 2930 Psychiatric Social Worker, 41/E-37, Department of Public Health, Mental Health Programs, 4/18/87. (Calendar Item No. 35) (7)

Action: No restriction on future employment.

Robert Marquez, 2708 Custodian, 235/E-3, San Francisco Unified School District, Custodial Services, 5/8/87. (Calendar Item No. 23) (4)

Action: Over to the Special Meeting of June 29, 1987 at the request of the San Francisco Unified School District.

Carlton McAllister, 8320 Counselor, 38/CPE-23, Juvenile Court, Juvenile Hall, 4/22/87. (Calendar Item No. 30) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Juvenile Court.

Ronald Millen, 2736 Porter, 59/E-51, Department of Public Health, Laguna Honda Hospital, 11/23/86. (Calendar Item No. 25) (6)

January 5, 1987: Over to the recessed meeting of January 8, 1987.

January 8, 1987: Off calendar at the request of Mr. Millen's mother. Mr. Millen to notify the Assistant Secretary when prepared to proceed. To remain ineligible for any employment with the City and County pending final Civil Service Commission action.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

James C. Moore, 9163 Transit Operator, 109/E-117, Public Utilities Commission, San Francisco Municipal Railway, 1/28/87. (Calendar Item No. 24) (2)

March 2, 1987: Over to the meeting of March 13, 1987 at the request of Public Utilities Commission.

March 13, 1987: Over to the meeting of April 6, 1987 at the request of the Transport Workers Union.

April 6, 1987: Over to the meeting of May 4, 1987 at Mr. Moore's request.

May 4, 1987: Over to the meeting of May 18, 1987 at Mr. Moore's request. The Commission stipulated that no further continuances would be granted.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Thomas O'Dowd, 8304 Deputy Sheriff, 78/E-7, San Francisco Sheriff's Department, Administration Division, 4/20/87. (Calendar Item No. 21) (3)

Action: Over to the Special Meeting of June 29, 1987 at the request of the Sheriff's Department.

Aracely Osorio, 2708 Custodian, 257/E-1, San Francisco Unified School District, Custodial Services, 2/2/87. (Calendar Item No. 31) (6)

Action: Not to be employed again by the San Francisco Unified School District.

Robert Sanders, 9163 Transit Operator, 97/E-116, Public Utilities Commission, San Francisco Municipal Railway, 3/13/87. (Calendar Item No. 34) (7)

April 6, 1987: Over to the meeting of May 18, 1987 at Mr. Sanders' request.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Policarpia Vallero, 2674 Child Center Houseparent, 11/E-10, San Francisco Unified School District, Children's Centers, 2/17/87. (Calendar Item No. 27) (6)

May 4, 1987: Over to the meeting of May 18, 1987 at the request of the San Francisco Unified School District.

Action: Not to be employed again by the San Francisco Unified School District.

Dennis Wong, 3602 Library Page, 48/CPE-1, Public Library, Direct Services, 4/27/87. (Calendar Item No. 29) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Public Library.

INDIVIDUALS' REQUESTS TO SPEAK

A D J O U R N M E N T



Carlota Texidor del Portillo
A. Lee Munson
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING MINUTES

DOCUMENTS DEPT.

JUNE 1, 1987

JUN 4 1987

4 P.M.

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

Commissioner Texidor del Portillo presided

ANNOUNCEMENTS

The Civil Service Commission has cancelled its Regular Meeting of June 15, 1987. The Commission will instead hold a Special Meeting on June 29, 1987 at 2 P.M. and 3 P.M. in Room 2C (Basement) City Hall.

The Commission will consider items of regular business at 2 P.M. (Classification, Compensation, Examination and In-Service Matters). Separations from the Service will be reviewed following the conclusion of the 2 P.M. agenda; however, Roll Call on the Separations items will be held at 3 P.M.

CLASSIFICATION MATTERS

1106-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 3)

NUMBER	DEPARTMENT	CONTRACTOR
555-86/87	Public Health	Richmond Area Multi-Services, Inc.
556-86/87	Public Health	Edgewood Children's Center
557-86/87	Public Health	Chinese Newcomers Service Center
558-86/87	Public Health	Westside Community Mental Health Center, Inc.
559-86/87	Public Health	Volunteer Center of San Francisco
560-86/87	Public Health	Support Services for Elders, Inc.

1106-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
560-86/87	Public Health	Support Services for Elders, Inc.
561-86/87	Public Health	S.F. Suicide Prevention, Inc.
562-86/87	Public Health	Catholic Social Service of San Francisco
563-86/87	Public Health	San Mateo-Division of Mental Health Services
564-86/87	Public Health	Community Advisory Board, District V
565-86/87	Public Health	Community Advisory Board, District IV
566-86/87	Public Health	Community Advisory Board, District I
567-86/87	Public Health	Swords to Plowshares
568-86/87	Public Health	Oakes Children's Center, Inc.
569-86/87	Public Health	Central City Hospitality House
570-86/87	Public Health	Audrey L. Smith Development Center, Inc.
571-86/87	Public Health	Bayview Hunters Point Foundation
572-86/87	Public Health	North of Market Senior Services
573-86/87	Public Health	Instituto Familiar de la Raza, Inc.
574-86/87	Public Health	Mt. Zion Hospital & Medical Center
575-86/87	Public Health	Episcopal Sanctuary
576-86/87	Public Health	The Regents of the University of California, Department of Psychiatry (SFGH)
577-86/87	Public Health	Parent-Infant Neighborhood Center, Inc.
578-86/87	Public Health	Patients' Rights Advocacy Services, Inc.
579-86/87	Public Health	Canon Kip Community House
580-86/87	Public Health	La Cheim Residential Treatment Centers
581-86/87	Public Health	Regents of the University of California, Center on Deafness
582-86/87	Public Health	S.F. Mental Health Education Funds, Inc.
583-86/87	Public Health	Arriba Juntos (Institute for the Arts of Living)

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1107-87 Review of request for approval of proposed personal services contract. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
584-86/87	Social Services	Hotels for the Homeless

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1108-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
585-86/87	Commission on Status of Women	Nihonmachi Legal Outreach
586-86/87	Commission on Status of Women	La Casa de las Madres
587-86/87	Commission on Status of Women	La Casa de las Madres
588-86/87	Commission on Status of Women	WOMAN, Inc.
589-86/87	Commission on Status of Women	WOMAN, Inc.
590-86/87	Commission on Status of Women	Rosalie House
591-86/87	Commission on Status of Women	Donaldina Cameron House
592-86/87	Controller	Metasys, Inc.
593-86/87	Controller	Tim Meager & Associates
594-86/87	Fire	Health Check, Davies Medical Center
595-86/87	Fire	C. Scawthorn, Dames & Moore
596-86/87	Fire	Paul J. Buffone
597-86/87	Mayor's Criminal Justice Council	Woody Clark, Ph.D.
598-86/87	Port	Deets and Associates
599-86/87	Port	Philip E. Kern
600-86/87	Port	Port Railroads Inc.
601-86/87	Port	Trans Trade, Inc.
602-86/87	Port	Carlos A. Massera
603-86/87	Port	Trade Information Planning System
604-86/87	Port	Triumph Marketing
605-86/87	Port	Grand World Shipping Agencies, Ltd.
606-86/87	Port	Journal of Commerce

CLASSIFICATION MATTERS (cont.)

1108-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
607-86/87	Port	Nippon Maritime Co. (Tokyo)
608-86/87	Port	S.F. State University
609-86/87	Public Health	Aquarius Public Management, Inc.
610-86/87	Public Health	SMS Systems Corporation
611-86/87	Public Health	College of Podiatric Medicine
612-86/87	Public Health	University of California, S.F.
613-86/87	Public Health	Mary Bergquist
614-86/87	Public Health	Milestone Productions
615-86/87	Public Health	Charles Moser, Ph.D.
616-86/87	Public Health	Marguerite Rubenstein, Ph.D.
617-86/87	Public Health	S.F. Suicide Prevention-Friendship Line
618-86/87	Public Utilities Commission	Energy Management Services
619-86/87	Public Utilities Commission	Gordon H. Chong & Associates
620-86/87	Public Utilities Commission	Peat, Marwick, Mitchell & Co.
621-86-87	Public Utilities Commission	Multisystems, Inc.
622-86/87	Public Works	Geotechnical Consultants, Inc.
623-86/87	Public Works	Geotechnical Consultants, Inc.
624-86/87	Public Works	Geotechnical Consultants, Inc.
625-86/87	Social Services	Audrey L. Smith Development Center, Inc.
626-86/87	Social Services	Children's Home Society
627-86/87	Social Services	Children's Home Society
628-86/87	Social Services	Family Service Agency of S.F.
629-86/87	Social Services	Performing Arts Workshop

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1112-87 Classification of positions in various City departments.
(Calendar Item No. 6)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Health Laguna Honda Hospital	1-FT	2230 Physician Specialist (Sch. 64.7 \$2145B2607)	Same
Public Health Laguna Honda Hospital (cont.)	2-PT	2230 Physician Specialist (Sch. 64.7 \$2145B2607)	Same
Airport	1	1424 Clerk Typist (Sch. 39.4 \$641B773)	Same
	1	1630 Account Clerk (Sch. 40.1 \$661B800)	Same
	4	1720 Data Entry Operator (Sch. 39.1 \$631B762)	Same
	8	2708 Custodian (Sch. 39.8 \$652B788)	Same
	1	2719 Janitorial Services Assistant Supervisor (Sch. 45.8 \$866B1047)	Same
	16	8214 Parking Control Officer (Sch. 44.1 \$800B966)	Same
	1	9202 Airport Communications Operator (Sch. 45.3 \$846B1022)	Same
	4	9210 Airport Police Officer (Sch. 50.9 \$1104B1336)	Same
	1	9240 Airport Electrician (Sch. 58.0 \$1550B1881)	Same
	1	9241 Airport Electrician Supervisor (Sch. 59.0 \$1626B1975)	Same
	1	9345 Sheet Metal Supervisor I (Sch. 59.3 \$1650B2004)	Same
	1	7347 Plumber (Sch. 56.3 \$1429B1731)	Same
	1	7376 Sheet Metal Worker (Sch. 57.3 \$1499B1818)	Same

Action: Adopt staff report.

COMPENSATION MATTERS

2124-87 Request for appointment above the entrance rate for various
employees. (Calendar Item No. 7)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Christine Lorenzi 8157 Family Support Investigator I	District Attorney	5	5

COMPENSATION MATTERS (cont.)

2124-87
(cont.)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>REQUESTED</u>	<u>RECOMMENDED</u>
Suzanne Springs 8176 Trial Attorney	District Attorney	5	5
Timothy Berger 2230 Physician Specialist	Public Health	5	5
Michael Heffernan 7390 Welder	Public Utilities Commission	5	5
Kieran Murphy 1816 Actuary	Retirement System	5	5
Michael Lewis 8167 Worker's Compensation Division Manager	Retirement System	5	5

Action: Adopt staff report.

IN-SERVICE MATTERS

4499-87 Proposed amendment to Civil Service Commission Rule 16 - Probationary Period, to increase the probationary period for certain classes from six (6) months to one (1) year. (Calendar Item No. 9)

May 18, 1987: Post for adoption at the meeting of June 1, 1987 (Class 1839 Water Conservation Administrator, Class 3486 Watershed Forester and Class 3488 Watershed Resources Manager).

Action: Adopt.

4504-86 Request for exempt status for Class P-103 Special Duty Nurse. (Calendar Item No. 8)

May 18, 1987: Over to the Special Meeting of June 1, 1987 at the request of Local 790.

Action: Approve request and allow the Department of Public Health to make exempt appointments in Class P-103 Special Duty Nurse for the Fiscal Year 1987-88.

4546-87 Proposed amendments to Civil Service Commission Rule 26 - Temporary Assignments Outside of Classification. (Calendar Item No. 11)

Action: Post for adoption pending completion of meet and confer.

4554-87 Proposed amendments to Civil Service Commission Rules 6 - Separation Hearings and Procedures, and 33 - Resignation. (Calendar Item No. 10)

September 2, 1986: Post for adoption following meet and confer.

Action: Adopt.

A D J O U R N M E N T



A. Lee Munson
Carlota Texidor del Portillo
Howard S. Gloyd
Louis Hop Lee
Genevieve Powell

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

SPECIAL MEETING MINUTES

JUNE 29, 1987

PART I - 2 P.M.

Present: Commissioner Gloyd
Commissioner Lee
Commissioner Munson
Commissioner Powell
Commissioner Texidor del Portillo

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JUL 6 1987

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Commissioner Munson presided

MINUTES: A. REGULAR MEETING OF MAY 18, 1987
B. SPECIAL MEETING OF JUNE 1, 1987

Action: Approve.

ANNOUNCEMENTS: On Monday, June 1, 1987, the Civil Service Commission met in Executive Session under the authority of Section 54956.9 (a) of the Government Code of the State of California with the City Attorney to discuss pending litigation (Maloney and Scheffler v. the City and County of San Francisco, et al. - Superior Court Number 797-494). This meeting was held in Room 282 City Hall. All the members of the Civil Service Commission were present. The Commission approved the recommendation of the City Attorney to settle this litigation by payment of \$5000. (Vote of 4 to 1: Commissioner Lee dissenting)

ELECTION OF COMMISSION OFFICERS

Commissioner A. Lee Munson elected President of the Commission for a term expiring May 31, 1988; Commissioner Carlota Texidor del Portillo elected Vice President of the Commission for a term expiring May 31, 1988.

CLASSIFICATION MATTERS

1109-87 Survey of Eligibility Worker positions in the Medi-Cal Program of the Department of Social Services. (Calendar Item No. 13)

Action: Adopt staff report.

1. Reclassify 53 positions in Class 2903 Eligibility Worker assigned to the Medi-Cal Program to Class 2905 Senior Eligibility Worker.

CLASSIFICATION MATTERS

1109-87
(cont.)

2. Grant back pay to January 1, 1987 to Class 2903 employees in the Medi-Cal Program who are appointed to Class 2905 Senior Eligibility Worker.

1128-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
630-86/87	Public Health	Conrad House, Inc.
631-86/87	Public Health	Progress Foundation
632-86/87	Public Health	Pacific Presbyterian Medical Center
633-86/87	Public Health	Youth Projects, Inc.
634-86/87	Public Health	Friendship House Association of American Indians, Inc.
635-86/87	Public Health	Westside Community Mental Health Center, Inc.
636-86/87	Public Health	Walden House, Inc.
637-86/87	Public Health	Women's Institution for Mental Health, Inc.
638-86/87	Public Health	Mission Council on Alcohol Abuse for the Spanish Speaking, Inc.
639-86/87	Public Health	Youth Projects, Inc.
640-86/87	Public Health	National Council on Alcoholism-Bay Area
641-86/87	Public Health	S.F. Suicide Prevention, Inc.
642-86/87	Public Health	Asian American Recovery Services, Inc.
643-86/87	Public Health	Pacific Mental Health Services, Inc.
644-86/87	Public Health	Chemical Awareness & Treatment Services, Inc.
645-86/87	Public Health	Bayview-Hunter's Point Foundation for Community Improvement, Inc.
646-86/87	Public Health	Bayview-Hunter's Point Foundation for Community Improvement, Inc. (Center for Problem Drinkers)
647-86/87	Public Health	Mental Health Management I, Inc. (Canyon Manor)
648-86/87	Public Health	Baker Places, Inc.
649-86/87	Public Health	Family Service Agency of S.F.
650-86/87	Public Health	Multicultural Prevention Resource Center

CLASSIFICATION MATTERS (cont.)

1128-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
651-86/87	Public Health	The Salvation Army, Inc.
652-86/87	Public Health	St. Francis Memorial Hospital
653-86/87	Public Health	Baker Places, Inc.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1129-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
654-86/87	Airport	Jacobs Associates
655-86/87	Airport	Law Enforcement Psychological Service
656-86/87	Board of Supervisors	RFI Communications
657-86/87	Board of Supervisors	Aubrey Harris P.E.
658-86/87	City Attorney	Orrick, Herrington & Sutcliffe and Arnelle & Hastie
659-86/87	City Attorney	Shute, Mihaly & Weinberger, Inc.
660-86/87	Controller	Paine Webber Inc. and Gugsby Brandford & Co., Inc.
661-86/87	Controller	G.E. Consulting Service
662-86/87	Controller	Computer Resources Group
663-86/87	Controller	Gentry, Inc.
664-86/87	Controller	Northwest Systems Group
665-86/87	Controller	Precision Writing
666-86/87	Controller	ADROIT'S, Inc.
667-86/87	Controller	DBMS, Inc.
668-86/87	Controller	Berkeley Software, Inc.
669-86/87	Controller	Berkeley Software, Inc.
670-86/87	Fire	PSW3, Incorporated
671-86/87	Human Rights Commission	S.F. Intergroup Clearinghouse Inc.
672-86/87	Mayor's Office	One Pass, Inc.
673-86/87	Police	Morris E. Davis
674-86/87	Port	Specialized Communications
675-86/87	Port	Applied Computer Management
676-86/87	Public Health	Allied Nursing Services
677-86/87	Public Health	Travcords
678-86/87	Public Health	Remedy Health Services

CLASSIFICATION MATTERS (cont.)

1129-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
679-86/87	Public Health	Nurse Providers, Inc.
680-86/87	Public Health	Stat Nursing Services
681-86/87	Public Health	Staff Builders H.C.
682-86/87	Public Health	Medical Personnel Pool
683-86/87	Public Health	Kimberly Nurses
684-86/87	Public Health	Shanti Project
685-86/87	Public Health	Norma Jacak, M.D.
686-86/87	Public Health	H.H. Brady, D.D.S.
687-86/87	Public Health	Carolyn K. Harvey, D.P.M.
688-86/87	Public Health	University of California, S.F., School of Medicine, Division of Family and Community Medicine
689-86/87	Public Health	Mission Neighborhood Health Center
690-86/87	Public Health	Ramsell Corporation
691-86/87	Public Health	Rose Resnick Center for the Blind and Handicapped, Inc.
692-86/87	Public Health	Pacific Mental Health Services/Operation Concern
693-86/87	Public Health	Stephen Gee
694-86/87	Public Health	Marshall and Stevens, Inc.
695-86/87	Public Health	S.F. AIDS Foundation (Social Services)
696-86/87	Public Health	S.F. AIDS Foundation (Education)
697-86/87	Public Health	Regents-University of California, S.F. (AIDS Health Project)
698-86/87	Public Health	Alameda County Health Services Agency
699-86/87	Public Health	San Francisco Senior Center
700-86/87	Public Health	Hospice of San Francisco
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1130-87 Review of requests for approval of proposed personal services
contracts. (Calendar Item No. 7)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
701-86/87	Arts Commission	Johanna Poethig
702-86/87	Chief Administrative Office	Turner Construction Company
703-86/87	City Planning	McGuire and Company

NUMBER	DEPARTMENT	CONTRACTOR
678-86187	Public Health	Water Pollution Control
680-86187	Public Health	Water Pollution Control
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CLASSIFICATION MATTERS (cont.)

1130-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
704-86/87	City Planning	RIDES for Bay Area Commuters, Inc.
705-86/87	Controller	Human Energy Resources Systems
706-86/87	Controller	Owens Information System, Inc.
707-86/87	Controller	Larry G. Lingbloom
708-86/87	Controller	R.J. Systems
709-86/87	District Attorney	New College of California
710-86/87	District Attorney	Hastings College of Law
711-86/87	District Attorney	University of California, Berkeley
712-86/87	District Attorney	Antioch University
713-86/87	District Attorney	Golden Gate University
714-86/87	District Attorney	S.F. State University
715-86/87	District Attorney	University of San Francisco
716-86/87	Port	Metropolitan Transportation Commission
717-86/87	Public Health	Mid West Inventory Service, Inc.
718-86/87	Public Health	California Nurses Association
719-86/87	Public Health	First Consulting Group
720-86/87	Public Health	Catholic Social Services
721-86/87	Public Health	Family Service Agency/Foster Grandparent Program
722-86/87	Public Health	S.F. Drug Abuse Advisory Board
723-86/87	Public Utilities Commission	Partenheimer Associates, Inc.
724-86/87	Public Utilities Commission	Call Company, Ltd.
725-86/87	Public Utilities Commission	California Environmental Internship Program
726-86/87	Public Utilities Commission	R.C. Research and Associates
727-86/87	Public Works	GFDS Engineers
728-86/87	Public Works	Reed Corp.
729-86/87	Public Works	Anlab
730-86/87	Public Works	Anlab
731-86/87	Public Works	Everett Brandon Associates
732-86/87	Recreation & Parks	Robert Hansen Golden Gate Park Band

1130-87
(cont.)

CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
733-86/87	Sheriff	New College of Law
734-86/87	Sheriff	University of California, Berkeley School of Law
735-86/87	Sheriff	Stanford University Law School
736-86/87	Sheriff	Golden Gate University School of Law
737-86/87	Sheriff	University of S.F. Law School
738-86/87	Sheriff	University of Santa Clara School of Law
739-86/87	Sheriff	Hastings College of Law
740-86/87	Sheriff	Wei M. Lew
741-86/87	Sheriff	Laura Brainin-Rodriguez
742-86/87	Sheriff	Occupational Health Services
743-86/87	Sheriff	William A. Thomas
744-86/87	Sheriff	Carolyn Block
745-86/87	Sheriff	Audrey O. Dent
746-86/87	Sheriff	Ruth Morgan
747-86/87	Sheriff	Thomas L. Montague
748-86/87	Social Services	JACKIE
749-86/87	Asian Art Museum	Asian Art Museum Foundation
750-86/87	Controller	Huston Systems Service
751-86/87	Controller	Ron Ho Associates
752-86/87	District Attorney	Hastings College of the Law
753-86/87	Human Rights Commission	Kiyomura/Ishimoto/ Communicomp.
754-86/87	Public Utilities Commission	David Esperaza-Center for Accelerated Testing
755-86/87	Public Works	ERM-West
756-86/87	Public Works	ERM-West
757-86/87	Public Works	Robles-McGregor
758-86/87	Public Works	Hesselberg, Keesee & Associates
759-86/87	Public Health	Protocol Systems, Inc.
760-86/87	Controller	Gentry, Inc.
761-86/87	Controller	Fran Fox Haskell & Associates
762-86/87	Public Health	Peter B. Harrison, M.D.

Action: 1. Contracts Numbers 740-86/87 through 747-86/87 over
to the meeting of July 6, 1987.

CLASSIFICATION MATTERS (cont.)

1130-87
(cont.)

2. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.

1135-87 Classification of positions in various City departments.
(Calendar Item No. 9)

<u>Department</u>	<u>No. Pos.</u>	<u>Budeted Class and Rate</u>	<u>Recommended Class</u>
S.F. Unified School District	1	1652 Senior Accountant (Sch. 48.3 \$975B1180)	1654 Principal Accountant (Sch. 52.3 \$1180B1429)
Controller	1	1675 Supervising Fiscal Officer (Sch. 62.6 \$1936B2354)	1658 Chief Accountant (Sch. 60.3 \$1731B2104)
Public Health Central Office	1	2922 Senior Medical Social Worker (Sch. 53.4 \$1243B1506)	Same
S.F. General Hospital	1	1450 Executive Secretary I (Sch. 45.3 \$846B1022)	1446 Secretary II (Sch. 43.4 \$773B934)
	1	1632 Senior Account Clerk (Sch. 43.1 \$762B920)	Same
	1	1632 Senior Account Clerk (Sch. 43.1 \$762B920)	Same

Action: Adopt staff report.

1137-87 Request from the Department of Public Health to use a class in the Staff Assistant, Special Project Series as a Capital Projects Planner, Department of Health. (Calendar Item No. 14)

Action: Adopt staff report; approve the use of Class 9746 Staff Assistant VII, Special Project (1986/87: \$2006 BW, 1987/88: \$2066 BW) to employ a Capital Project Planner, Department of Public Health, for a three year period.

COMPENSATION MATTERS

2137-87 Request for reconsideration of staff denial of pay equity adjustment for Class 4222 Senior Personal Property Auditor. (Calendar Item No. 24)

Action: Adopt staff report; deny request.

2146-87 Amendment to the 1987-88 Salary Standardization Ordinance to delete rate of pay of Class 3591 College Aide pursuant to the advice of the City Attorney. (Calendar Item No. 11)

Action: Amend the 1987-88 Salary Standardization Ordinance, Class 3591 College Aide by deleting the rate of pay and adding "salary set by State and Federal law."

COMPENSATION MATTERS

2148-87 Proposed Charter amendment, Section 3.622 to permit the provision of additional compensation or fringe benefits to the Director of the Fine Arts Museums by the Board of Trustees from private sources. (Calendar Item No. 12)

Action: Adopt staff report; notify the Board of Supervisors.

2149-87 Request for appointment above the entrance rate for various employees. (Calendar Item No. 8)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
George Riley 8181 Assistant Chief Attorney I	City Attorney	4	4
Constance Menefee 8176 Trial Attorney	City Attorney	2	2
Harry S. Parker 3570 Director and Chief Curator of Museums	Fine Arts	5	5
Ann Schelegel 1452 Executive Secretary II	Public Health	3	3
Deborah J. Hughes 2305 Psychiatric Technician	Public Health	4	4
Martha Ryan 2320 Registered Nurse	Public Health	5	5
Norma H. Lougee 5154 Assistant Division Manager, Peninsula Operations	Public Utilities Commission	3	3
Amelita Martinez 1402 Junior Clerk	Public Utilities Commission	5	5

Action: Adopt staff report.

2150-87 Requests for Supervisory Differential Adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 10)

Action: Adopt staff report; approve Supervisory Differential Adjustments; notify departments accordingly.

2151-87 Charter amendment changing deadline for setting salaries under Charter Section 8.401. (Calendar Item No. 15)

Action: Adopt staff report; notify the Board of Supervisors.

EXAMINATION MATTERS

- 3004-86 Appeal of staff denial of protest regarding the qualifications appraisal for Class 2248 Assistant Director of Clinical Services II, Senior Health Services. (Calendar Item No. 21)
- January 26, 1987: Over to the meeting of February 9, 1987 at the request of the appellant's attorney.
- February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.
- March 2, 1987: Off calendar. Request the opinion of the City Attorney as to the Commission's legal authority to apply the estoppel theory in this case.
- May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the appellant's attorney.
- Action: Over to the meeting of July 6, 1987 at the request of the appellant.

- 3184-87 Selection and adoption of numerical listing of alternative method for breaking tie scores, exclusive of uniform classifications, for fiscal year 1987-88. (Calendar Item No. 45)
- Action: The following numerical listing was drawn and adopted for use as an alternative method of breaking tie scores for Fiscal Year 1987/88: #1-1, #2-2, #3-5, #4-6, #5-8, #6-4, #7-0, #8-9, #9-3, #10-7.

- 3185-87 Supplementary Report on tie-breaking procedures. (Calendar Item No. 46)
- Action: Adopt staff report.

- 3531-87 Appeal of rejection for Class 1424 Clerk Typist by Lan Noreen Chan. (Calendar Item No. 27)
- Action: Off calendar.

IN-SERVICE MATTERS

- 4332-87 Appeal of the decision of the General Manager, Personnel regarding error in certification procedure. (Calendar Item No. 25)
- April 6, 1987: Over to the meeting of May 18, 1987 at the request of Larry Resnick.
- May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of staff.
- Action: Over to the meeting of August 3, 1987 by Commission action.

IN-SERVICE MATTERS

4648-87 Charter amendment (First Draft) amending Section 4.103 Superior Court Appointments providing for Appointment of County Clerk by Superior Court. (Calendar Item No. 16)

Action: Adopt staff report; notify the Board of Supervisors.

4652-87 From the heads of various departments requesting authorization to make limited tenure appointments. (Calendar Item No. 20)

Action: Adopt staff report; approve request for duration indicated in the staff report.

4653-87 Draft Charter amendment establishing grievance/arbitration procedure relative to interpretation or application of provisions of a Memorandum of Understanding, personnel practices and departmental personnel Rules; and of other statutes, ordinances, rules or regulations which affect the terms and conditions of employment of City and County employees. (Calendar Item No. 17)

Action: Adopt staff report; notify the Board of Supervisors.

4654-87 Draft Charter amendment amending Section 8.407 relating to prevailing rates of wages. (Calendar Item No. 18)

Action: Adopt staff report; notify the Board of Supervisors.

4655-87 Draft Charter amendment amending Section 8.340 to extend the probationary period for entrance positions in the uniformed rank of the Sheriff's department. (Calendar Item No. 19)

Action: Adopt staff report; notify the Board of Supervisors.

4660-87 Update of Civil Service Commission Resolution relative to the Decentralized Personnel Unit of the Department of Public Health. (Calendar Item No. 26)

Action: Adopt staff report.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

SPECIAL MEETING - JUNE 29, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Markel D. Anthony, 1458 Legal Stenographer, 2/CPE-16, Treasurer/Tax Collector, Legal Division, 4/27/87. (Calendar Item No. 33) (4)

May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the Treasurer.

Action: Over to the meeting of August 17, 1987 at Mr. Anthony's request.

Gloria Austin, 2905 Senior Eligibility Worker, 37/CPE-4, Department of Social Services, 4/20/87. (Calendar Item No. 38) (6)

May 18, 1987: Over to the Special Meeting of June 29, 1987 at Ms. Austin's request.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Social Services.

Charles Baldwin, 2708 Custodian, 142/E-3, Public Utilities Commission, San Francisco Municipal Railway, 5/22/87. (Calendar Item No. 35) (4)

Action: Over to the meeting of July 20, 1987 at Mr. Baldwin's request.

Patricia Cespedes, 1630 Account Clerk, 213/CPE-1, Department of Public Health, Laguna Honda Hospital, 4/21/87. (Calendar Item No. 41) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of two (2) years work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Robert Earle, 2708 Custodian, 107/E-2, San Francisco Unified School District, Custodial Services Division, 5/26/87. (Calendar Item No. 43)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District. Future employment subject to review and approval of the General Manager, Personnel upon presentation of evidence of satisfactory progress in a rehabilitation program.

Sarita Flowers, 2302 Orderly, 50/E-312, Department of Public Health, Laguna Honda Hospital, 5/20/87. (Calendar Item No. 44) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Laynetta Guy, 1426 Senior Clerk Typist, 149/CPE-1, Department of Social Services, 5/6/87. (Calendar Item No. 31) (3)

Action: Off calendar. Automatic Resignation withdrawn by the Department of Social Services.

Andres Ortiz Guzman, 2305 Psychiatric Technician, 13/E-2, Department of Public Health, San Francisco General Hospital Medical Center, 3/28/87. (Calendar Item No. 39) (6)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Ronald Lindsey, 2708 Custodian, 72/E-1, San Francisco Unified School District, Custodial Services, 4/23/87. (Calendar Item No. 30) (3)

Action: Off calendar. Automatic Resignation withdrawn by San Francisco Unified School District.

Mark Luboyeski, 1812 Assistant Retirement Analyst, 3/E-2, Employees' Retirement System, Retirement Services Division, 5/8/87. (Calendar Item No. 37) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Retirement System.

Ben D. Malone, 7392 Window Cleaner, 11/E-4, Airports Commission, Custodial Division, 5/11/87. (Calendar Item No. 34) (4)

Action: Over to the meeting of July 6, 1987 at Mr. Malone's request.

Robert Marquez, 2708 Custodian, 235/E-3, San Francisco Unified School District, Custodial Services, 5/8/87. (Calendar Item No. 32) (4)

May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the San Francisco Unified School District.

Action: Return name to list. Future employment contingent on continued participation in recognized rehabilitation program. Mr. Marquez to submit evidence to General Manager, Personnel for review every ninety (90) days for next nine (9) months.

Laureen Mecchi, 1424 Clerk Typist, 16/E-2, Department of Public Health, Community Health Programs, 5/4/87. (Calendar Item No. 40) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

Thomas O'Dowd, 8304 Deputy Sheriff, 78/E-7, San Francisco Sheriff's Department, Administration Division, 4/20/87. (Calendar Item No. 29) (3)

May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the Sheriff's Department.

Action: Grant appeal. Disapprove Automatic Resignation. Reinstate to position.

Reconsideration of Civil Service Commission action of January 26, 1987 (Commissioners Texidor del Portillo, Munson and Powell): Lumont Otis, 2708 Custodian, 142/E-2, San Francisco Unified School District, Custodial Services Division, 1/5/87. (Calendar Item No. 42) (7)

January 26, 1987: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Action: Amend action of June 26, 1987 by reducing service requirement prior to reemployment from one year to six months.

Beth Steier, 2110 Medical Records Clerk, 2/E-13, Department of Public Health, San Francisco General Hospital Medical Center, 5/15/87. (Calendar Item No. 36) (4)

Action: Over to the meeting of July 20, 1987 at the request of the Department of Public Health.

INDIVIDUALS' REQUESTS TO SPEAK

David Kramer, Local 535.

A D J O U R N M E N T



A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter

President
Vice President
Commissioner
Commissioner
Commissioner

John J. Walsh
Albert C. Walker

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 6, 1987

PART I - 2 P.M.

DOCUMENTS DEPT.

JUL 9 1987

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Donovan
Commissioner Lee
Commissioner Porter

Excused: Commissioner Munson
Commissioner Texidor del Portillo

Due to the absence of the President and Vice President, Commissioner Louis Hop Lee was elected Chair Pro Tem and presided.

MINUTES: Regular Meeting of June 29, 1987

Action: Approve.

CLASSIFICATION MATTERS

1130-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 10)

June 29, 1987: Contracts Numbers 740-86/87 through 747-86/87 over to the meeting of July 6, 1987.

NUMBER	DEPARTMENT	CONTRACTOR
740-86/87	Sheriff	Wei M. Lew
741-86/87	Sheriff	Laura Brainin-Rodriguez
742-86/87	Sheriff	Occupational Health Services
743-86/87	Sheriff	William A. Thomas
744-86/87	Sheriff	Carolyn Block
745-86/87	Sheriff	Audrey O. Dent
746-86/87	Sheriff	Ruth Morgan
747-86/87	Sheriff	Thomas L. Montague

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1138-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
1-87/88	CAO	S.F. Community Recyclers (SFCR)
2-87/88	CAO	Morrisania West
3-87/88	CAO	S.F. Conservation Corps.
4-87/88	CAO	Micro Services Plus
5-87/88	Public Health	University of California, San Francisco Hospitals & Clinics
6-87/88	Public Health	Pacific Presbyterian Medical Center/Garden Sullivan Hospital
7-87/88	Public Health	Weissburg & Aronson
8-87/88	Public Health	Weissburg & Aronson
9-87/88	Public Health	CA College of Podiatric Medicine
10-87/88	Public Utilities Commission	U.S. Department of Interior, Fish & Wildlife Services
11-87/88	Public Works	A. Russell Flegal, Ph.D.
12-87/88	Public Works	National Council on Crime and Delinquency
13-87/88	Public Utilities Commission	Environmental Internship Program
14-87/88	Airport	Preferred Consultants
15-87/88	Controller	Dugan and Associates
16-87/88	Controller	Hagan & Associates
17-87/88	Public Health	Regents, University of California, San Francisco

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1143-87 Classification of one budgeted position in the new class of 1690 Internal Audit Director, Office of the Controller. (Calendar Item No. 5)

Action: Adopt staff report.

1. Establish new classification of 1690 Internal Audit Director (1986/87 J,Z 2660B2660, 1987/88 J,Z 2752B2752). Class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A525 Internal Audit Director to Class 1690 Internal Audit Director (1986/87 J,Z 2660B2660, 1987/88 J,Z 2752B2752).
3. Amend Section 09/01/07 of the Annual Salary Ordinance administratively.
4. Advise the Civil Service Examination Unit to administer an examination for the position.

EXAMINATION MATTERS

- 3004-87 Appeal of staff denial of protest regarding the qualifications appraisal for Class 2248 Assistant Director of Clinical Services II, Senior Health Services. (Calendar Item No. 7)
- January 26, 1987: Over to the meeting of February 9, 1987 at the request of the appellant's attorney.
- February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.
- March 2, 1987: Off calendar. Request the opinion of the City Attorney as to the Commission's legal authority to apply the estoppel theory in this case.
- May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the appellant's attorney.
- June 29, 1987: Over to the meeting of July 6, 1987 at the request of the appellant.
- Action: Over to the meeting of August 17, 1987 at the request of the appellant's attorney.
-
- 3011-87 Appeal of staff action for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer oral examinations. (Calendar Item No. 6)
- February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.
- March 2, 1987: Over to the meeting of March 13, 1987 at the request of staff.
- March 13, 1987: Off calendar. To be recalendared at some future date upon availability of the examination consultant.
- Action: Over to the meeting of July 20, 1987 at the request of the appellant.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 6, 1987

PART II - 2 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Veronica Barnes, 1404 Clerk, 58/CPE-6, Employees' Retirement System, Workers' Compensation Division, 6/8/87. (Calendar Item No. 13) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Employees' Retirement System.

Johnnie Flannigan, Jr., Q-2 Police Officer, 25/E-83, San Francisco Police Department, Communications Division, 5/15/87. (Calendar Item No. 19) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

John E. Flentoil, 8207 Building and Grounds Patrol Officer, 13/E-5, San Francisco Police Department, 6/10/87. (Calendar Item No. 14) (4)

Action: Not to be employed again by the San Francisco Police Department.

Joseph Gumban, Q-2 Police Officer, 111/E-98, San Francisco Police Department, Academy Division, 6/18/87. (Calendar Item No. 23) (7)

Action: Not to be employed again by the San Francisco Police Department.

Kevin Harvey, 8320 Counselor, 32/CPE-1, Juvenile Court, Juvenile Hall, 5/4/87. (Calendar Item No. 21) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Juvenile Court.

Dana Lee, 9163 Transit Operator, 522/E-113, Public Utilities Commission, San Francisco Municipal Railway, 6/11/87. (Calendar Item No. 25) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Ben D. Malone, 7392 Window Cleaner, 11/E-4, Airports Commission, Custodial Division, 5/11/87. (Calendar Item No. 12) (4)

June 29, 1987: Over to the meeting of July 6, 1987 at Mr. Malone's request.

Action: Over to the meeting of July 20, 1987 at the request of Local 790.

Susana Mariles, 1440 Medical Transcriber Typist, 2/E-56, Department of Public Health, San Francisco General Hospital Medical Center, 6/2/87. (Calendar Item No. 15) (4)

Action: Over to the meeting of August 3, 1987 at request of Ms. Mariles' attorney.

Johnny B. McDonald, 9163 Transit Operator, 375/E-113, Public Utilities Commission, San Francisco Municipal Railway, 5/28/87. (Calendar Item No. 17) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Sonia McDowell, 9163 Transit Operator, 89/E-116, Public Utilities Commission, San Francisco Municipal Railway, 5/11/87. (Calendar Item No. 24) (7)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Royce Merritt, 2708 Custodian, 153/E-1, San Francisco Unified School District, Custodial Services Division, 4/16/87. (Calendar Item No. 20) (6)

Action: Over to the meeting of August 17, 1987 at the request of the San Francisco Unified School District.

Eugene Payne, 9163 Transit Operator, 87/E-115, Public Utilities Commission, San Francisco Municipal Railway, 6/1/87. (Calendar Item No. 26) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

William Pearson, 9163 Transit Operator, V-19/E-109, Public Utilities Commission, San Francisco Municipal Railway, 4/29/87. (Calendar Item No. 27) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Julio Rodriguez, 1404 Clerk, 339/CPE-1, Public Utilities Commission, Utilities Engineering Bureau, 6/12/87. (Calendar Item No. 28) (7)

Action: Over to the meeting of August 3, 1987 at the request of Local 790.

Manuela Smith, 1424 Clerk Typist, 7/CPE-16, Public Utilities Commission, San Francisco Municipal Railway, 4/27/87. (Calendar Item No. 18) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Eveline J. Van Cuisem-Bier, 3630 Librarian I, 18/E-51, San Francisco Public Library, 6/30/87. (Calendar Item No. 16) (4)

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Public Library.

Edgar Withers, 2736 Porter, 20/E-52, Department of Public Health, San Francisco General Hospital Medical Center, 5/29/87. (Calendar Item No. 22) (7)

Action: No restrictions on future employment.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T



A. Lee Munson
 Carlota Texidor del Portillo
 Cleo Donovan
 Louis Hop Lee
 Timothy L. Porter

President
 Vice President
 Commissioner
 Commissioner
 Commissioner

John J. Walsh
 Albert C. Walker

General Manager, Personnel
 Assistant Secretary

MINUTES

DOCUMENTS DEPT.

JUL 24 1987

REGULAR MEETING - JULY 20, 1987

SAN FRANCISCO
 PUBLIC LIBRARY

PART I - 2 P.M.

Present: Commissioner Donovan
 Commissioner Lee (Item Missed: 13)
 Commissioner Munson
 Commissioner Porter (Items Missed: 12 in part, 13)
 Commissioner Texidor del Portillo

Commissioner Munson presided

MINUTES: Regular Meeting of July 6, 1987

Action: Approve.

CLASSIFICATION MATTERS

1136-87 Survey of six existing positions at the Department of Public Works, Bureau of Water Pollution Control. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish Class 2473 Marine Biologist (J, 2 Sch. 52.9 \$1214B1470). Draft class specification as detailed in the staff report.
2. Establish Class 2474 Senior Marine Biologist (J, 2 Sch. 57.4 \$1506B1827). Draft class specification as detailed in the staff report.
3. Reclassify 5 positions listed as 2471 Water Quality Chemist to Class 2473 Marine Biologist, when such action does not adversely effect the incumbents.
4. Reclassify one vacant position listed as 2478 Senior Sewage Treatment Chemist to Class 2474 Senior Marine Biologist.
5. Amend Annual Salary Ordinance Section 90-07-00-09999-001 to reflect this action.
6. Advise the department to submit a Supplemental Appropriation Request.

CLASSIFICATION MATTERS (cont.)

1156-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
18-87/88	Public Health	Community Crisis of San Francisco
19-87/88	Public Health	St. Vincent De Paul Society of San Francisco
20-87/88	Public Health	MSC Psychiatric Services Corp.
21-87/88	Public Health	Northern California Ambulatory Health Services
22-87/88	Public Health	Liberation House, Inc.
23-87/88	Public Health	North of Market Senior Services, Inc.
24-87/88	Public Health	S.F. Mental Health Funds, Inc.
25-87/88	Public Health	Visiting Nurse Association of San Francisco
26-87/88	Public Health	Dorothy Snow
27-87/88	Public Health	Elizabeth Owen & Associates, Ltd.
28-87/88	Controller	Owens Information Systems, Inc.
29-87/88	Public Utilities Commission	Smith-Dawson Associates
30-87/88	Health Service System	Blue Cross of California
31-87/88	Health Service System	Rael & Letson
32-87/88	Health Service System	Pacific Peer Review
33-87/88	Public Works	Dr. David Jenkins, Inc.
34-87/88	Public Works	Dick W. Wong & Associates
35-87/88	Public Works	James Engineering
36-87/88	Public Works	S.F. Community College District
37-87/88	Public Works	American Training Systems
38-87/88	CAO	Anistics, Inc.
39-87/88	CAO	Brown, Vence & Associates, Inc.
40-87/88	Retirement	Bankers' Trust Company
41-87/88	Retirement	Warren, McVeigh, Griffin & Savage, Inc.
42-87/88	Retirement	St. Francis Memorial Hospital
43-87/88	Retirement	Nicholas - Applegate Capital Management
44-87/88	Retirement	George B. Springman, Inc.
45-87/88	Retirement	Axe Core Investors, Inc.

CLASSIFICATION MATTERS (cont.)

1156-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
46-87/88	Retirement	McCullogh, Andrews & Capiello, Inc.
47-87/88	Retirement	Furman Selz Capital Management, Inc.
48-87/88	Retirement	Hahn, Holland & Grossman
49-87/88	Retirement	Hanson Investment Management Company
50-87/88	Retirement	Oeschle International Advisors
51-87/88	Retirement	Capital Guardian Investment
52-87/88	Retirement	Morgan Grenfell Investment Services Ltd.
53-87/88	Retirement	Bankers' Trust Company
54-87/88	Retirement	MacKay Shields Financial Corp.
55-87/88	Retirement	Scudder, Stevens & Clark
56-87/88	Retirement	Lehman Management Co., Inc.
57-87/88	Retirement	Warburg Investment Management International
58-87/88	Retirement	First Chicago Investment Advisors
59-87/88	Public Health	The Regents of the University of California

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1157-87 Correction of employment records for Wesley Braa, Public Utilities Commission, Utilities Engineering Bureau. (Calendar Item No. 5)

Action: Adopt staff report. Authorize the temporary exempt appointment of Mr. Wesley Braa in Class 5208 Civil Engineer under the provisions of Charter Section 8.300 (a)(5) effective November 12, 1985 to November 12, 1986.

1158-87 Request to make a temporary exempt appointment in Class 8173 Legal Assistant per Charter Section 8.300(5). (Calendar Item No. 6)

Action: Adopt staff report.

1. Approve an exempt appointment to a position in Class 8173 Legal Assistant in accordance with Charter Section 8.300(5) pending completion of an examination and establishment of an eligible list.
2. Approve the appointment of Marla I. Broude at the fifth step (\$1414 bi-weekly) of the range for Class 8173 per Section VIII-A.3.B. of the Salary Standardization Ordinance.

COMPENSATION MATTERS

- 2166-87 Certification of wage schedules for Transit Operators pursuant to Section 8.404 of the Charter for Fiscal Year 1987-88.
(Calendar Item No. 10)
- Action: Adopt staff report; certify wage schedules; forward to the Board of Supervisors.
- 2167-87 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in State of California.
(Calendar Item No. 11)
- Action: Adopt staff report; certify rates to the Board of Supervisors pursuant to Section 8.405 of the Charter.

EXAMINATION MATTERS

- 3011-87 Appeal of staff action for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer oral examinations.
(Calendar Item No. 12)
- February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.
- March 2, 1987: Over to the meeting of March 13, 1987 at the request of staff.
- March 13, 1987: Off calendar. To be recalendared at some future date upon availability of the examination consultant.
- July 6, 1987: Over to the meeting of July 20, 1987 at the request of the appellant.
- Action: 1. Sever the protests regarding claims of Asian bias and challenges of the tie breaking procedures, over to the meeting of August 3, 1987. (Vote of 4 to 0: Commissioner Porter absent for vote).
2. Adopt balance of staff report; deny remaining appeals. (Vote of 5 to 0).

- 3202-87 Appeal of staff's denial of protest on the rating of the written and oral examinations for Class 9141 Transit Manager II.
(Calendar Item No. 13)
- Action: Adopt staff report; deny appeal.

GENERAL MANAGER'S REPORT (Calendar Item No. 8)

The General Manager reported on the following issues:

1. Status of Senate Bill 1714 related to the Confidentiality of Private Industry Wage Data; and
2. Proposed Charter amendment on Board of Supervisor calendar on same date, amending portions of Charter Section 8.407 specifically related to Exclusion of Premium Rates of Pay for Basic Wage Rate Comparability.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - JULY 20, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Charles Allen, 9163 Transit Operator, 583/E-113, Public Utilities Commission, San Francisco Municipal Railway, 6/23/87. (Calendar Item No. 20) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Charles Baldwin, 2708 Custodian, 142/E-3, Public Utilities Commission, San Francisco Municipal Railway, 5/22/87. (Calendar Item No. 15) (4)

June 29, 1987: Over to the meeting of July 20, 1987 at Mr. Baldwin's request.

Action: Over to the meeting of August 17, 1987 at Mr. Baldwin's request.

Russell Ho, 9163 Transit Operator, 84/E-114, Public Utilities Commission, San Francisco Municipal Railway, 6/23/87. (Calendar Item No. 21) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Ben D. Malone, 7392 Window Cleaner, 11/E-4, Airports Commission, Custodial Division, 5/11/87. (Calendar Item No. 16) (4)

June 29, 1987: Over to the meeting of July 6, 1987 at Mr. Malone's request.

July 6, 1987: Over to the meeting of July 20, 1987 at the request of Local 790.

Action: Dismiss from the Service. Satisfactory completion of six (6) months work experience outside the City and County service.

Richard K. Montero, Q-2 Police Officer, 181/E-93, San Francisco Police Department, Mission Station, 6/9/87. (Calendar Item No. 18) (6)

Action: Approve. Not to be employed again by the San Francisco Police Department.

Mae Nathaniel, 2302 Orderly, 33/E-318, Department of Public Health, Laguna Honda Hospital, 6/6/87. (Calendar Item No. 19) (6)

Action: Approve. Not to be employed again in Class 2302 Orderly.

Beth Steier, 2110 Medical Records Clerk, 2/E-13, Department of Public Health, San Francisco General Hospital Medical Center, 5/15/87. (Calendar Item No. 17) (4)

June 29, 1987: Over to the meeting of July 20, 1987 at the request of the Department of Public Health.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Health.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T

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3/87



CITY AND COUNTY OF SAN FRANCISCO Civil Service Commission

A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter
John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

DOCUMENTS DEPT.

AUG 6 1987

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REGULAR MEETING - AUGUST 3, 1987

PART I - 2 P.M.

Present: Commissioner Donovan
Commissioner Lee

(Items Missed: Minutes, Consent Calendar
except Item 5)

Commissioner Munson
Commissioner Porter
Commissioner Texidor del Portillo

Commissioner Munson presided

MINUTES: Regular Meeting of July 20, 1987

Action: Approve.

CLASSIFICATION MATTERS

1165-87 Request to make temporary exempt appointments in Class 2555 Physical
Therapist Assistant per Charter Section 8.300(5).
(Calendar Item No. 6)

Action: Adopt staff report.

1. Approve exempt appointments to positions in Class 2555
Physical Therapist Assistant, in accordance with Charter
Section 8.300(5) pending examination action.
2. Approve appointments to positions at the third step
(\$1003 BW) of the range for Class 2555 per Section VII
A.3.C of the Salary Standardization Ordinance.

1166-87 Review of requests for approval of proposed personal services
contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
60-87/88	Public Health	Ramsell Corporation
61-87/88	Public Health	Henry Ohlhoff House, Inc.
62-87/88	Public Health	S.F. Community Clinic Consortium
63-87/88	Public Health	Glide Memorial Youth Center

CLASSIFICATION MATTERS (cont.)

1166-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
64-87/88	Public Health	Ella Hill Hutch Community Center
65-87/88	Public Health	Bayview Hunter's Point Foundation
66-87/88	Public Health	Instituto La Familia-Latino AIDS Project
67-87/88	Public Health	Central YMCA
68-87/88	Public Health	Potrero Hill Neighborhood House
69-87/88	Adult Probation	Law Enforcement Psychological Services Inc.
70-87/88	Board of Supervisors	Andrea Torrice
71-87/88	Board of Supervisors	Constance Brand Gordon
72-87/88	Mayor's Office	Work Improvement Project, Inc.
73-87/88	Mayor's Office	Lorraine Lampkin
74-87/88	Mayor's Office	Owen D'Souza
75-87/88	Mayor's Office	Jo Anne Sanzeri
76-87/88	Public Utilities Commission	American Computer Exchange
77-87/88	Public Utilities Commission	Leedshill-Herkenhoff, Inc.
78-87/88	Public Utilities Commission	California Environmental Internship Program
79-87/88	Public Utilities Commission	Westin Engineering, Inc.
80-87/88	Social Services	Rosanne Lawson
81-87/88	Controller	Metasys, Inc.
82-87/88	Public Works	Espey, Huston and Associates, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1168-87 Advance approval of proposed personal services contracts for the City Attorney's Office. (Calendar Item No. 5)

Action: Adopt staff report.

1. Approve for the 1987-88 Fiscal Year, all personal services contracts engaged in between the City Attorney's Office and accredited law schools for the purpose of securing the services of law student interns.
2. Advise the City Attorney's Office to submit semi-annual student intern affirmative action data to the Civil Service Commission EEO Unit for monitoring.

CLASSIFICATION MATTERS (cont.)

1172-87 Amendment and retitling of the specification for Class 2212 Director, Division of Dental Health, and allocation of one new position to the class. (Calendar Item No. 7)

Action: Adopt staff report.

1. Amend and retitle the specification for Class 2212 Director, Division of Dental Health to 2212 Director, Dental Division. Amended class specification as detailed in the staff report.
2. Allocate one position designated as A534 Dental Director (\$2297B2793) to Class 2212 Director, Dental Division (Sch. Z 66.1 \$2297B2793).
3. Amend Section 83-08-00 and 86-01-00 of the Annual Salary Ordinance administratively.
4. Advise the Decentralized Civil Service Unit of the Department of Public Health to administer an examination for the two positions in Class 2212 Director, Dental Division.

1254-86 Reconsideration of Civil Service Commission action of December 8, 1986 (Commissioners Gloyd, Lee, Munson and Texidor del Portillo): Reorganization of the Management and Children's Services Division, Department of Social Services. (Calendar Item No. 12)

December 1, 1986: Over to Special Meeting of December 8, 1986.

December 8, 1986: Deny staff report recommending the classification of two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$1818B2209).

January 26, 1987: Over to the meeting of February 9, 1987 at the request of Commissioner Powell (Vote of 4 to 1: Commissioner Gloyd dissents).

February 9, 1987: Off calendar at the call of the Chair.

April 6, 1987: Over to the meeting of April 20, 1987 at the request of Local 535.

April 20, 1987: Over to the meeting of May 18, 1987 at the request of the Department of Social Services.

May 18, 1987: Off calendar at the request of the Department of Social Services.

Action: Adopt staff report; classify two new positions authorized in a Supplemental Appropriation in Class 2969 Assistant Director, Social Service Programs (Sch. 61.3 \$1818B2209) (Vote of 4 to 1: Commissioner Lee dissents).

EXAMINATION MATTERS

3011-87 Appeal of staff action for Classes 5210 Senior Civil Engineer and 5212 Principal Civil Engineer oral examinations. (Calendar Item No. 15)

February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.

EXAMINATION MATTERS (cont.)

3011-87
(cont.)

- March 2, 1987: Over to the meeting of March 13, 1987 at the request of staff.
- March 13, 1987: Off calendar. To be recalendared at some future date upon availability of the examination consultant.
- July 6, 1987: Over to the meeting of July 20, 1987 at the request of the appellant.
- July 20, 1987: 1. Sever the protests regarding claims of Asian bias and challenges of the tie breaking procedures, over to the meeting of August 3, 1987. (Vote of 4 to 0: Commissioner Porter absent for vote).
2. Adopt balance of staff report; deny remaining appeals. (Vote of 5 to 0).
- Action: 1. Adopt staff report; deny requests.
2. The Commission directed that the next examination for these classes be announced prior to December 1, 1988 and that the examination process be expedited in order to insure that eligible lists are in place prior to the expiration of the lists resulting from the examination before the Commission today.

3103-87 Request for reconsideration of staff denial of protests filed on the announcement for Class 2969 Assistant Director, Social Service Programs, Department of Social Services. (Calendar Item No. 13)

- April 6, 1987: Over to the meeting of April 20, 1987 by Commission action. Staff to provide the information regarding minimum qualifications requested by the Commission
- April 20, 1987: Over to the meeting of May 18, 1987 at the request of the Department of Social Services.
- May 18, 1987: Off calendar at the request of the Department of Social Services.
- Action: Adopt staff report; deny requests of Eugene Louis, et al., Brian Quinn and Isaiah Rothblatt.

3195-87 Appeal of staff's denial of protest regarding the oral/performance examination for Class 5290 Transit Planner IV. (Calendar Item No. 16)

- Action: Adopt staff report. Deny appeal of Carl Natvig.

3218-87 Request that Class 9163 Transit Operator - FULL-TIME ONLY be issued on a promotive only basis. (Calendar Item No. 8)

- Action: Adopt staff report. Approve request for promotive only examination for Class 9163 Transit Operator with eligibility limited to certified temporary 9163 Transit Operators whose appointments were validated by September 4, 1986 and who maintain their current status as certified temporary 9163 employees.

EXAMINATION MATTERS (cont.)

3529-87 Request that Classes 7334 Stationary Engineer and 7372 Stationary Engineer, Sewage Plant be issued on a promotive only basis. (Calendar Item No. 9)

Action: Adopt staff report; approve request.

IN-SERVICE MATTERS

4332-87 Appeal of the decision of the General Manager, Personnel regarding error in certification procedure. (Calendar Item No. 14)

April 6, 1987: Over to the meeting of May 18, 1987 at the request of Larry Resnick.

May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of staff.

June 29, 1987: Over to the meeting of August 3, 1987 by Commission action.

Action: Adopt staff report.

1. Reissue October 29, 1986 certification for Class 7253 Electrical Transit Mechanic Supervisor I (List CPE-2) against Public Utilities Commission Personnel Requisition P-0841 (602026) to eligibles with ranks 6, 7 and 8.
2. Public Utilities Commission to interview eligibles 6, 7 and 8 and make new selection.
3. The Commission requests that the General Manager, Personnel assign a staff member from the Civil Service Commission Examination Unit to monitor the interview and selection process.

General Manager's Report. (Calendar Item No. 10)

A. The Civil Service Commission 1986-87 Management By-Objectives Data.

Action: Report accepted; General Manager, Personnel requested to issue press release.

B. Decentralized Personnel Units.

Action: Adopt the recommendation of the General Manager, Personnel; Mr. Ray Wong, Civil Service Commission staff member, will be assigned from the General Manager's Office to audit and monitor the activities of the Decentralized Unit at the Department of Public Health.

Mr. Wong's assignment will include but not be limited to: reviewing existing policies and practices; assuring adherence to Civil Service Commission Rules and policies; and recommending changes in recruitment and selection techniques.

Mr. Wong as a Civil Service Commission staff member will continue to report directly to the General Manager, Personnel.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 3, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Rosalinda C. Alban, 1424 Clerk Typist, 113/CPE-1, Department of Public Works, General Administration, 7/7/87. (Calendar Item No. 23) (6)

Action: Over to the meeting of September 21, 1987 at the request of Ms. Alban's attorney.

Patricia Edwards, 1708 Senior Telephone Operator, 7/CPE-12, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/87. (Calendar Item No. 21) (4)

Action: Over to the meeting of August 17, 1987 at the request of Local 790.

Susana Mariles, 1440 Medical Transcriber Typist, 2/E-56, Department of Public Health, San Francisco General Hospital Medical Center, 6/2/87. (Calendar Item No. 19) (4)

July 6, 1987: Over to the meeting of August 3, 1987 at the request of Ms. Mariles' attorney.

Action: Over to the meeting of August 17, 1987 at Ms. Mariles' request.

Lawrence Reese, 7375 Apprentice Stationary Engineer, Sewage Plant, Department of Public Works, Water Pollution Control, 7/3/87. (Calendar Item No. 22) (6)

Action: Over to the meeting of September 21, 1987 at Mr. Reese's request.

Julio Rodriguez, 1404 Clerk, 339/CPE-1, Public Utilities Commission, Utilities Engineering Bureau, 6/12/87. (Calendar Item No. 20) (7)

July 6, 1987: Over to the meeting of August 3, 1987 at the request of Local 790.

Action: Over to the meeting of August 17, 1987 at the request of Local 790.

Ilze Rozenbergs, 1842 Management Assistant, 29/CPE-6, Department of Public Health, Contract Management Division, 5/15/87. (Calendar Item No. 18) (5)

Action: Over to the meeting of August 17, 1987 at the request of Ms. Rozenbergs' attorney.

INDIVIDUALS' REQUESTS TO SPEAK

A D J O U R N M E N T

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7/87



CITY AND COUNTY OF SAN FRANCISCO Civil Service Commission

A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter

John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

REGULAR MEETING - AUGUST 17, 1987

RECESSED TO SEPTEMBER 3, 1987

PART I - 2 P.M.

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Present: Commissioner Lee
Commissioner Munson
Commissioner Porter
Commissioner Texidor del Portillo

Excused: Commissioner Donovan

Commissioner Munson presided

MINUTES: Regular Meeting of August 3, 1987

Action: Approve.

ANNOUNCEMENTS:

The Civil Service Commission has cancelled its meeting of September 7, 1987 due to the conflict with the Labor Day Holiday on that date.

The Commission will meet once in September on Monday, September 21, 1987 as regularly scheduled at 2 P.M. and 3 P.M. in Room 282 City Hall.

CLASSIFICATION MATTERS

1124-87 Survey of three positions at KALW Radio Station, San Francisco Unified School District. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish a new classification of 3533 General Manager, KALW Radio Station (J,Z Sch. 54.9 \$1336B1618, 2917M3533). Class specification as detailed in the staff report.
2. Establish a new classification of 3532 Program Manager, KALW Radio Station (J,Z Sch. 51.5 \$1136B1375, 2480M3002). Class specification as detailed in the staff report.

CLASSIFICATION MATTERS (cont.)

1124-87
(cont.)

3. Establish a new classification of 7374 Chief Engineer, KALW Radio Station (J,Z Sch. 51.5 \$1136B1375, \$2480M3002). Class specification as detailed in the staff report.
4. Allocate one position to each of the above three new classes at the San Francisco Unified School District.
5. Advise the San Francisco Unified School District to amend its Annual Salary Resolution accordingly.
6. Amend the Annual Salary Ordinance to reflect this action.

1184-87 Establishment of two new classes to perform Asbestos Abatement Work for the San Francisco Unified School District. (Calendar Item No. 8)

Action: Adopt staff report.

1. Establish a new classification of 7515 Asbestos Abatement Worker I (Flat Rate: \$15.33 hour).
2. Establish a new classification of 7218 Asbestos Abatement Worker II (Flat Rate: \$17.67 Hour). If an incumbent of Class 7218 supervises positions in both Class 7515 and Class 7218, a flat rate of \$18.55 hour will be paid. This differential is limited to one 7218 position in Fiscal Year 1987-88.

1185-87 Request to make a temporary exempt appointment in Class 1248 Assistant Division Manager, Personnel per Charter Section 8.300(5). (Calendar Item No. 9)

Action: Adopt staff report.

1. Approve a temporary exempt appointment to a position in Class 1248 Assistant Division Manager, Personnel in accordance with Charter Section 8.300(5), for the duration of the Consent Decree Unit, scheduled to end March 30, 1989.
2. Approve the appointment of Kathleen Hurley at the fourth step (\$2332 bi-weekly) of the range for Class 1248 per Section VII A.3. of the Salary Standardization Ordinance.

1187-87 Correction of employment records for fourteen (14) employees at the San Francisco Unified School District. (Calendar Item No. 10)

Action: Adopt staff report. Authorize the use of the Staff Assistant Series of classes to employ fourteen (14) individuals for the periods of time as listed in the staff report.

1188-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
83-87/88	Public Health	Vargas, Cruz and Patel
84-87/88	Public Health	Norma Jacak, M.D.

1188-87
(cont.)

CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
85-87/88	Public Health	Ramsell Corporation/ Sylvester Flowers
86-87/88	Public Health	S.F. Study Center, Inc. SRx Regional Program
87-87/88	Public Health	American Lung Association of San Francisco
88-87/88	Public Health	Joan Dunkel, LCSW
89-87/88	Public Health	University of California - Dept. of Radiology
90-87/88	Airport	Tracor Inc.
91-87/88	Airport	Sequoia Laboratories
92-87/88	Airport	Simpson, Gumperz and Heger, Inc.
93-87/88	Airport	Deakin, Harvey and Skabardonis
94-87/88	CAO	Maureen O'Rorke
95-87/88	CAO	Kevin Shelley
96-87/88	City Attorney	Dennis Vojtilla
97-87/88	Civil Service Commission	Robert F. Hicks, Ph.D.
98-87/88	Civil Service Commission	Charles B. Gompertz
99-87/88	Controller	Precision Writing
100-87/88	Controller	Advanced Ventures, Inc.
101-87/88	Controller	Owens Information Systems, Inc.
102-87/88	Police	Dr. Edward Blake
103-87/88	Public Utilities Commission	Wallace G. McQuat, Inc.
104-87/88	Public Utilities Commission	OMNCOMP, Steven Heinz
105-87/88	Public Utilities Commission	Robert B. Wong
106-87/88	Public Utilities Commission	Information Systems Assoc.
107-87/88	Public Utilities Commission	Dynasty Systems, Inc.
108-87/88	Public Works	Training Works
109-87/88	Social Services	University of California Infant-Parent Program
110-87/88	Social Services	S.F. Child Abuse Council
111-87/88	Social Services	Family Service Agency of S.F.

CLASSIFICATION MATTERS (cont.)

1188-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
112-87/88	Social Services	Charila Foundation/Catholic Youth Organization
113-87/88	Social Services	Catholic Charities
114-87/88	Registrar of Voters	The Integral Difference
115-87/88	Registrar of Voters	Data General Corporation
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

COMPENSATION MATTERS

2177-87 Request from the Department of Public Works to compensate Dennis O'Connor at the rate of pay of the class from which he promoted in accordance with Section VII.B.2 of the Salary Standardization Ordinance. (Calendar Item No. 11)

Action: Adopt staff report. Authorize the rate of pay of Class 7220 Asphalt Finisher Supervisor I to Dennis O'Connor, 7424 Dryer Mixer Operator in accordance with the provisions of Section VII.B.2. of the Salary Standardization Ordinance retroactive to July 1, 1986.

2178-87 Request for reconsideration of staff denial of supervisory differential request of employee in Class 5210 Senior Civil Engineer. (Calendar Item No. 21)

Rec: Adopt staff report; deny request of Stephen H. Soo.

2181-87 Requests for appointment above the entrance rate for various employees. (Calendar Item No. 6)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Emilia Carlson 1426 Senior Clerk Typist	Public Health	5	5
Linda M. Moore 8176 Trial Attorney	District Attorney	4	4
Nicholas Sherman 1868 Teleprocessing Technician	Controller	3	3
Kathryn Lawhun 3630 Librarian I	Library	3	3
Delene Wolf 2975 Citizens Complaint Officer	Rent Board	3	3
Alicia Wicks 2975 Citizens Complaint Officer	Rent Board	2	2

Action: Adopt staff report.

COMPENSATION MATTERS (cont.)

2198-87 Request for authorization to conduct a salary survey for salary standardization for miscellaneous employees pursuant to Charter Section 8.400, 8.401 and 8.407 for Fiscal Year 1988-89. (Calendar Item No. 12)

Action: Adopt staff report.

1. Adopt staff report; authorize the conduct of a salary survey for salary standardization for Fiscal Year 1988-89.
2. Request that the Board of Supervisors authorize expenditure of the necessary funds to conduct the salary survey.
3. Advise the Board of Supervisors that the final salary recommendations will be forwarded to the Board circa mid-March, 1988.

EXAMINATION MATTERS

3004-87 Appeal of staff denial of protest regarding the qualifications appraisal for Class 2248 Assistant Director of Clinical Services II, Senior Health Services. (Calendar Item No. 18)

January 26, 1987: Over to the meeting of February 9, 1987 at the request of the appellant's attorney.

February 9, 1987: Over to the meeting of March 2, 1987 at the request of the appellant's attorney.

March 2, 1987: Off calendar. Request the opinion of the City Attorney as to the Commission's legal authority to apply the estoppel theory in this case.

May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the appellant's attorney.

June 29, 1987: Over to the meeting of July 6, 1987 at the request of the appellant.

July 6, 1987: Over to the meeting of August 17, 1987 at the request of the appellant's attorney.

Action: Adopt staff report; deny appeal of Susan Eisenberg.

3201-87 Protest of staff's qualification of William Hoblitzelle for the examination for Class 7126 Mechanical Shop and Equipment Superintendent, MUNI. (Calendar Item No. 19)

Action: Adopt staff report; deny protest; retain Mr. Hoblitzelle on the eligible list.

3231-87 Request for two (2) backdated certifications in Class 7333 Apprentice Stationary Engineer. (Calendar Item No. 13)

Action: Adopt staff report; approve request.

EXAMINATION MATTERS (cont.)

- 3234-87 Appeal of staff denial of protest regarding minimum requirements on job announcement for Classes 1929 Parts Storekeeper, 1931 Senior Parts Storekeeper, 1935 Principal Parts Storekeeper, 1937 Supervising Parts Storekeeper. (Calendar Item No. 20)

Action: Adopt amended staff report.

IN-SERVICE MATTERS

- 4785-87 Report in accordance with San Francisco Administrative Code 16.9-25 (d), The Sexual Harassment Ordinance. (Calendar Item No. 15)

Action: Adopt staff report; forward to the Board of Supervisors and the Mayor.

- 4833-87 Alternate trustee for the Transport Workers Union - San Francisco Municipal Railway Trust Fund. (Calendar Item No. 14)

Action: Adopt staff report; approve alternate trustee of the Trust Fund to be effective close of business August 31, 1987.

- 4874-87 Resolution of Commendation for Helen L. Lum, Class 1226 Chief Payroll and Personnel Clerk, Department of Public Health, San Francisco General Hospital Medical Center, upon her retirement after thirty-eight (38) years of service. (Calendar Item No. 4)

Action: Adopt.

Commissioners' New Business. (Calendar Item No. 17)

From Commissioner Carlota Texidor del Portillo:

The General Manager, Personnel is directed to request the City and County Controller to conduct an audit of the payrolls for all classified employees of the San Francisco Unified School District over the past twenty-four (24) month period. The objective of the audit shall be to ensure that the Unified School District has complied fully with the requirements of the Salary Standardization Ordinance and other legal mandates related to the compensation of its classified employees.

Action: Adopt.

From Commissioner A. Lee Munson:

The General Manager, Personnel to develop a procedure to regularly audit the time rolls of the San Francisco Unified School District utilizing the computer base of the San Francisco Unified School District and to report back to the Commission in thirty (30) days.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - AUGUST 17, 1987

RECESSED TO SEPTEMBER 3, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Markel D. Anthony, 1458 Legal Stenographer, 2/CPE-16, Treasurer/Tax Collector, Legal Division, 4/27/87. (Calendar Item No. 25) (4)

May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the Treasurer.

June 29, 1987: Over to the meeting of August 17, 1987 at Mr. Anthony's request.

Action: Over to the meeting of October 19, 1987 at the request of the Treasurer/Tax Collector.

Charles Baldwin, 2708 Custodian, 142/E-3, Public Utilities Commission, San Francisco Municipal Railway, 5/22/87. (Calendar Item No. 26) (4)

June 29, 1987: Over to the meeting of July 20, 1987 at Mr. Baldwin's request.

July 20, 1987: Over to the meeting of August 17, 1987 at Mr. Baldwin's request.

Action: Return name to list under waiver until waiver is lifted by the General Manager, Personnel after evidence is submitted of satisfactory progress in a recognized rehabilitation program.

Patricia Edwards, 1708 Senior Telephone Operator, 7/CPE-12, Department of Public Health, San Francisco General Hospital Medical Center, 7/10/87. (Calendar Item No. 30) (4)

August 3, 1987: Over to the meeting of August 17, 1987 at the request of Local 790.

Action: No restriction on future employment as recommended by the Department of Public Health.

John Jackson, 9163 Transit Operator, 617/E-113, Public Utilities Commission, San Francisco Municipal Railway, 6/30/87. (Calendar Item No. 34) (7)

Action: No future employment as a driver for the San Francisco Municipal Railway.

Larry Littlejohn, 8308 Sheriff's Sergeant, 9/P-7, Office of the Sheriff, 7/13/87. (Calendar Item No. 35) (7)

Action: Over to the meeting of September 21, 1987 due to non-appearance of representative from the Sheriff. Special Order of Business at 2 P.M.

Susana Mariles, 1440 Medical Transcriber Typist, 2/E-56, Department of Public Health, San Francisco General Hospital Medical Center, 6/2/87. (Calendar Item No. 27) (4)

July 6, 1987: Over to the meeting of August 3, 1987 at the request of Ms. Mariles' attorney.

August 3, 1987: Over to the meeting of August 17, 1987 at Ms. Mariles' request.

Action: Over to the meeting of September 21, 1987 at the request of Ms. Mariles' attorney.

Royce Merritt, 2708 Custodian, 153/E-1, San Francisco Unified School District, Custodial Services Division, 4/16/87. (Calendar Item No. 28) (6)

July 6, 1987: Over to the meeting of August 17, 1987 at the request of the San Francisco Unified School District.

Action: Over to the meeting of September 21, 1987 at the request of the San Francisco Unified School District.

Salvador S. Orogo, 9163 Transit Operator, 112/E-122, Public Utilities Commission, San Francisco Municipal Railway, 7/14/87. (Calendar Item No. 32) (2)

Action: Over to the meeting of September 21, 1987 at Mr. Orogo's request.

John Patton, 2604 Food Service Worker, 40/E-6, Department of Public Health, Laguna Honda Hospital, 7/17/87. (Calendar Item No. 31) (4)

Action: Over to the meeting of September 21, 1987 at Mr. Patton's request.

Theresa Powell, 1426 Senior Clerk Typist, 4/CPE-6, Public Utilities Commission, San Francisco Municipal Railway, 7/16/87. (Calendar Item No. 33) (7)

Action: Over to the meeting of September 21, 1987 at the request of Local 790.

Julio Rodriguez, 1404 Clerk, 339/CPE-1, Public Utilities Commission, Utilities Engineering Bureau, 6/12/87. (Calendar Item No. 29) (7)

July 6, 1987: Over to the meeting of August 3, 1987 at the request of Local 790.

August 3, 1987: Over to the meeting of August 17, 1987 at the request of Local 790.

Action: Future employment subject to review by the General Manager, Personnel after evidence is submitted of satisfactory progress in a recognized rehabilitation program.

Ilze Rozenbergs, 1842 Management Assistant, 29/CPE-6, Department of Public Health, Contract Management Division, 5/15/87. (Calendar Item No. 23) (5)

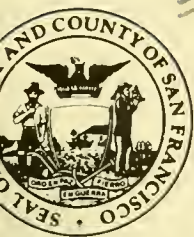
August 3, 1987: Over to the meeting of August 17, 1987 at the request of Ms. Rozenbergs' attorney.

Action: Approve. Return name to list for Class 1842 Management Assistant with original rank. Reinstate to a position in the class from which promoted (Class 1840 Junior Management Assistant). Ms. Rozenbergs to be reinstated without a break in service for the purposes of vacation and sick pay computation.

Gary Vradenburg, 7372 Stationary Engineer, Sewage Plant, LT, Department of Public Works, Water Pollution Control, 7/6/87. (Calendar Item No. 24) (3)

Action: Off calendar at the request of the Department of Public Works.

A D J O U R N M E N T



CITY AND COUNTY OF SAN FRANCISCO Civil Service Commission

A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter
John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

DOCUMENTS DEPT.

SEP 28 1987

SAN FRANCISCO
PUBLIC LIBRARY

REGULAR MEETING - SEPTEMBER 21, 1987

PART I - 2 P.M.

Present: Commissioner Donovan
Commissioner Lee
Commissioner Munson
Commissioner Porter
Commissioner Texidor del Portillo

(Items Missed: Minutes,
Consent Calendar (Present
for Item 17))

Commissioner Munson presided

- MINUTES: A. Regular Meeting of August 17, 1987
recessed to September 3, 1987.
- B. Special Meeting of September 3, 1987.
- Action: Approve.

ANNOUNCEMENTS:

The Civil Service Commission met in Executive Session with the City Attorney on September 3, 1987 to discuss the following items:
(Present: Commissioners Munson, Texidor del Portillo, Lee and Porter; Absent: Commissioner Donovan):

- A. Litigation in the matter of the Officers for Justice v. the Civil Service Commission (U.S.D.C. No. C73-0657 RFP).
- No action was taken.
- B. Litigation in the matter of the San Francisco Interns and Residents Association v. the City and County of San Francisco (Superior Court No. 836-022).

The Civil Service Commission took note of the following facts:

1. that the June 26, 1986 Order by the Superior Court in this case has expired; and,
2. that the draft Memorandum of Understanding between the Department of Public Health and the San Francisco Interns and Residents Association (SFIRA) if ratified would have expired; and,

ANNOUNCEMENTS (cont.)

3. that there is a related matter currently being litigated;
and thereupon took the following action:

This matter is moot and no further action is required. In so doing, the Commission stipulated that it is not reversing any position or decision previously taken. (Vote of 3 to 1: Commissioner Lee dissenting; Commissioner Donovan absent).

Commissioner Lee requested that the following reasons for his dissent be recorded:

1. this action by the Commission is a reversal of direction;
and,
2. the issues in this case are not moot; and,
3. the active litigation referenced by the Commission will not resolve the pending issue.

CLASSIFICATION MATTERS

- 1194-87 Establishment of new classification 2215 Mid-Level Practitioner and reallocation of existing positions to the new class. (Calendar Item No. 24)

Action: Adopt staff report.

1. Establish new classification of 2215 Mid-Level Practitioner at salary schedule 56.0 \$1407B1706. Class specification as detailed in the staff report.
2. Reallocate 14.5 permanently budgeted positions currently classified as 2328 Nurse Practitioner (Sch. 56.0 \$1407B1706) to Class 2215 Mid-Level Practitioner, when such action does not adversely affect permanent incumbents.
3. Amend Section 86/01/00, 86/31/00, and 87/27/00 of the Annual Salary Ordinance.
4. Allocate 3 temporary positions currently designated as 2328 Nurse Practitioner at San Francisco General Hospital to Class 2215 Mid-Level Practitioner when such action does not adversely affect permanent incumbents.
5. Allocate 5.5 grant-funded positions currently designated as 2328 Nurse Practitioner in Community Health Programs to Class 2215 Mid-Level Practitioner when such action does not adversely affect permanent incumbents.
6. Confirm the classification of 7 permanently budgeted 2328 Nurse Practitioners at San Francisco General Hospital and .5 grant-funded 2328 Nurse Practitioner in Community Health Programs.
7. Advise the Salary and Wage Division of the Civil Service Commission that the rate of pay for Class 2215 Mid-Level Practitioner should be equivalent to that of Class 2328 Nurse Practitioner in subsequent fiscal years.

(Vote of 4 to 1: Commissioner Lee dissents not on the merits but on procedural grounds as many speakers who wished to address the Commission were unable to do so due to time constraints).

CLASSIFICATION MATTERS (cont.)

1197-87 Request to consolidate Class 5412 Planning Coordinator with 5282 Planner IV. (Calendar Item No. 5)

Action: Adopt staff report.

1. Consolidate the duties of Class 5412 Planning Coordinator (Sch. 59.2 \$1642B1994) with Class 5282 Planner IV (Sch. 59.2 \$1642B1994).
2. Grant status in Class 5282 Planner IV to permanent incumbent in Class 5412 Planning Coordinator.
3. Abolish Class 5412 Planning Coordinator.
4. Amend Annual Salary Ordinance Section 29-01-00 and 29-02-00 administratively to reflect this action.

1200-87 Classification of three positions in the new class of 2536 Respiratory Care Practitioner. (Calendar Item No. 6)

Action: Adopt staff report.

1. Establish new classification of 2536 Respiratory Care Practitioner (Sch. J 47.1 \$920B1114). Draft class specification as detailed in the staff report.
2. Allocate three positions included in the 1987/88 budget as A413 Chief Respiratory Technician (Sch. 54.7 J \$1323B1603) to Class 2536 Respiratory Care Practitioner (Sch. 47.1 \$920B1114).
3. Amend Section 85-00-00 of the Annual Salary Ordinance accordingly.
4. Advise the Decentralized Civil Service Unit of the Department of Public Health to conduct an examination for the new class.

1202-87 Classification of one budgeted position in the new class of 1878 Information Systems Audit Manager. (Calendar Item No. 7)

Action: Adopt staff report.

1. Establish new classification of 1878 Information Systems Audit Manager (J,Z \$2388B2388). Class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A713 Information System Audit Manager to Class 1878 Information Systems Audit Manager (J,Z \$2388B2388).
3. Amend Section 09/01/07/6288/01001/309369/000/00/001 of the Annual Salary Ordinance administratively.
4. Advise the Civil Service Examination Unit to administer an examination for the position.

1213-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
120-87/88	Public Health	Pacific Mental Health Services

CLASSIFICATION MATTERS (cont.)

1213-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
121-87-88	Public Health	Efficient Medical Transportation
122-87/88	Public Health	Children's Home Society of California
123-87/88	Public Health	Professional Nurses Bureau
124-87/88	Public Health	Favorite Nurses
125-87/88	Public Health	Windsor Nurses Placement
126-87/88	Public Health	Oaks Nurses Registry
127-87/88	Public Health	Corp. of Registered Nurses
128-87/88	Public Health	NSI Services, Inc.
129-87/88	Public Health	Sunrise Nurses
130-87/88	Public Health	MRA West
131-87/88	Public Health	Kimberly Services, Inc.
132-87/88	Public Health	Staff Builders, Inc.
133-87/88	Public Health	Nurse Providers, Inc.
134-87/88	Public Health	Medical Personnel Pool, Inc.
135-87/88	Public Health	Stat Nursing Services
136-87/88	Public Health	Remedy Health Services
137-87/88	Public Health	Allied Temporaries, Inc.
138-87/88	Public Health	Traveling Nurse Corps., Inc.
139-87/88	Adult Probation	Calif. Community Dispute Services
140-87/88	Airport	I.P. Sharp Associates
141-87/88	Airport	The Parry Company
142-87/88	CAO	Keith W. Grand, Inc.
143-87/88	Controller	David M. Griffith & Assoc., Ltd.
144-87/88	Police	Hearing Officers
145-87/88	Public Works	Page, Anderson & Turnbull, Inc.
146-87/88	Public Works	James M. Montgomery, Consulting Engineers, Inc.
147-87/88	Public Works	Orris E. Albertson
148-87/88	Retirement	Alexander & Alexander
149-87/88	Retirement	Spilsted & Associates
150-87/88	Sheriff	Joseph Gerusa
151-87/88	Sheriff	Ben Dorcy
152-87/88	Sheriff	Maxine D. Gerritsen

1213-87
(cont.)

CLASSIFICATION MATTERS (cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
153-87/88	Social Services	Regents of the University of California
154-87/88	Social Services	FreeWhealers Association, Inc.
155-87/88	District Attorney	Peterson and Dodge
156-87/88	Arts Commission	Gary Graham
157-87/88	Arts Commission	Horace Washington
158-87/88	District Attorney	Memorial Genetics Center
159-87/88	District Attorney	Kathleen Montgomery
160-87/88	District Attorney	Rosemary Poston
161-87/88	Port	Holzmueller Productions
162-87/88	Public Utilities Commission	Pitometer Associates
163-87/88	Public Health	University of California, Dept. of Family & Community Medicine
164-87/88	Public Health	Marcos Gutierrez
165-87/88	Public Health	Youth Projects, Inc. - Haight Ashbury Free Medical Clinic
166-87/88	Public Health	Multicultural Prevention Resource Center
167-87/88	Public Health	Bayview-Hunter's Point Foundation
168-87/88	Public Health	El Instituto Familiar de la Raza
169-87/88	Public Health	Asian American Recovery Services, Inc.
170-87/88	Public Health	St. Benedict Center Interpreting Services
171-87/88	Public Health	Peat Marwick Main & Co.
172-87/88	Port	Norpac Engineering, Inc.
173-87/88	Public Utilities Commission	Dale Watson & Associates
174-87/88	Social Services	SF Neighborhood Legal Assistance Foundation
175-87/88	Civil Service Commission	Psychometrics Inc./Dr. Frances Berger
176-87/88	Public Health	Telecare Corp.- Ross Peterson
177-87/88	Airport	Pan Marine Constructors, Inc.
178-87/88	Airport	AGS, Inc.
179-87/88	Airport	AGS, Inc.

CLASSIFICATION MATTERS (cont.)

1213-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
180-87/88	Public Utilities Commission	Bechtel North American Power Corporation
181-87/88	Public Utilities Commission	Carlton Associates
182-87/88	Mayor	Reeves Consulting Services
183-87/88	Public Works	Anthony Rattonetti
184-87/88	Public Utilities Commission	AGS, Inc.
Action:	<ol style="list-style-type: none"> 1. Contract 142-87/88 off calendar. No action taken. This contractual arrangement is at the discretion of the Chief Administrative Officer under Charter Section 3.202 and is not subject to the review of the Civil Service Commission. 2. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser. 	

1214-87 Classification of one budgeted position in the new class of 4377 Assistant Cash Management and Investment Officer. (Calendar Item No. 8)

- Action: Adopt staff report.
1. Establish new classification of 4377 Assistant Cash Management and Investment Officer (J,Z \$1756B2135). Draft class specification as detailed in the staff report.
 2. Allocate one position approved in the budget as A506 Cash Manager to Class 4377 Assistant Cash Management and Investment Officer (J,Z \$1756B2135).
 3. Amend Section 08/02/70/6226/01001/558023/000/00/001 of the Annual Salary Ordinance administratively.
 4. Advise the Civil Service Examination Unit to administer an examination for the position.

1215-87 Classification of positions in various City departments. (Calendar Item No. 9)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
SFCCD	2	1220 Payroll Clerk (Sch. 45.5 \$854B1032)	Same
Art Commission	1	1840 Jr. Management Assistant (Sch. 47.4 \$934B1131)	Same
Human Rights Commission	1	2991 Coordinator, HRC (Sch. 58.4 \$1580B1918)	Same
Public Library	1	3668 Assistant City Librarian (Sch. 62.4 \$1918B2332)	Same

CLASSIFICATION MATTERS (cont.)

1215-87
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
SF General Hospital	1	1426 Senior Clerk Typist (Sch. 43.1 \$762B920)	Same
	1	1426 Senior Clerk Typist (Sch. 43.1 \$762B920)	Same
	1	2368 Assistant Director of Nurses, SFGH (Sch. 62.4 \$1918B2332)	Same
Purchasing	1	1454 Executive Secretary II (Sch. 49.4 \$1027B1243)	1410 Chief Clerk (Sch. 50.5 \$1083B1310)
SFCCD	1	1404 Clerk (Sch. 40.3 \$668B807)	1202 Personnel Clerk (Sch. 42.5 \$742B895)
Action: Adopt staff report.			

1216-87 Request to utilize one position in Class 9740 Staff Assistant IV, Special Project, for the Coroner's Office. (Calendar Item No. 10)

Action: Adopt staff report. Approve the interim use of Class 9740 Staff Assistant IV, Special Project (\$1348 BW) to employ a Laboratory Manager pending approval and classification of a permanent position in the 1988/89 budget.

1218-87 Request to make a temporary exempt appointment in Class 9359 Assistant Superintendent, Harbor Maintenance, Cranes, per Charter Section 8.300(5). (Calendar Item No. 11)

Action: Adopt staff report.

1. Approve a temporary exempt appointment to a position in Class 9359 Assistant Superintendent, Harbor Maintenance, Cranes, in accordance with Charter Section 8.300(5) from July 1, 1987 through October 2, 1987.
2. Approve the appointment of Jerry Evitts at the fifth step (\$2287 BW) of the range for Class 9359 per Section VII A.3 of the Salary Standardization Ordinance.

1220-87 Classification of new positions in the 1987-88 budget. (Calendar Item No. 14)

Action: Adopt staff report except for position in Class A803 Coordinator of Special Events, Public Utilities Commission. Classification of this position only off calendar. No action taken. Allocate other new positions to recommended classifications; defer classification action on positions designated with symbol "SC".

CLASSIFICATION MATTERS (cont.)

1221-87 Request to survey one position in the Purchaser's Office, Central Shops. (Calendar Item No. 12)

Action: Adopt staff report.

1. Establish Class 1826 City Shops Fleet Administrator (J, Z Sch. 59.4 \$1658B2014). Draft class specification as detailed in the staff report.
2. Allocate one position included in the Purchaser's budget in Class 1824 Senior Administrative Analyst (Sch. 59.7 \$1682B2043) to the new class.
3. Amend the Annual Salary Ordinance to reflect this action.

1225-87 Transfer of twenty-six (26) positions in the State of California, Office of Mental Health Social Service (OMHSS) program to the City and County of San Francisco. (Calendar Item No. 17)

Action: Adopt staff report. The Commission determined that the salaries of the individuals to be transferred are to be established in accordance with Civil Service Commission Rule 17, Section 17.13 - Salary Step Placement Resulting From Status Grant.

1226-87 Survey of four new positions at the Port of San Francisco. (Calendar Item No. 13)

Action: 1. Adopt the following portion of the staff report:

- A. Establish a new Class of 9377 Development Feasibility Analyst, Port (J,Z Sch. 56.4 \$1436B1740). Draft class specification as detailed in the staff report.
- B. Allocate one new position identified in the budget as A821 Property Development Feasibility Analyst (J \$1336B1818) to Class 9377 Development Feasibility Analyst, Port.
- C. Amend and retitle the specification for Class 9397 Port Development Consultant to 9397 Property Development Manager. Amended class specification as detailed in the staff report.
- D. Classify one new position identified in the budget as 9397 Port Development Consultant (Sch. 63.2 \$1994B2424) to Class 9397 Port Property Development Manager (Sch. 63.2 \$1994B2424).
- E. Amend and retitle the specification for Class 9384 Director, Finance and Administration, Port to Class 9384 Director, Property and Finance, Port. Amended class specification as detailed in the staff report.
- F. Advise the department to submit a Supplemental Appropriation Request to adjust its budget.
- G. Amend the Annual Salary Ordinance to reflect these actions.

CLASSIFICATION MATTERS (cont.)

1226-87
(cont.)

2. The following portions of the staff report over to the meeting of October 19, 1987 (the Commission stipulated that no further continuances would be allowed):
 - A. Establish a new class of 9398 Port Planning Manager (J,Z Sch. 62.7 \$1946B2365). Draft class specification as detailed in the staff report.
 - B. Allocate one new position identified in the budget as A822 Port Planning Manager (J \$1871B2274) to Class 9398 Port Planning Manager.
 - C. Classify one new position in Class 5278 Planner II (Sch. 52.2 \$1174B1421).

COMPENSATION MATTERS

2219-87 Requests for Supervisory Differential Adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 15)

Action: Adopt staff report; approve Supervisory Differential Adjustments; notify departments accordingly.

2220-87 Request for appointment above the entrance rate for various employees. (Calendar Item No. 16)

<u>NAME OF EMPLOYEE</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Juan Castillo 7404 Asphalt Finisher	Airport	5	5
Michael Brown 9212 Airfield Safety Officer	Airport	2	2
Antrainne Tong 8174 Attorney	City Attorney	4	4
Evan Miller 1872 Programmer Analyst	Controller	5	5
Rosario Oliva 8132 District Attorney Investigative Assistant	District Attorney	3	3
Valeria Bush 8132 District Attorney Investigative Assistant	District Attorney	3	3
R. Clayton Parson 2220 Physician	Police	5	5
David Fok 2486 Public Health Assistant Toxicologist	Public Health	5	5
Kenneth Dowlin 3670 City Librarian	Public Library	4	4

2220-87
(cont.)

COMPENSATION MATTERS

<u>NAME OF EMPLOYEE</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Donald Bowen 6331 Building Inspector	Public Works	3	3
Kathleen Hendrickson 8141 Workers' Compensation Adjuster	Retirement	3	3
John Haley 1864 Senior Systems and Procedures Analyst	Controller	2	2

Action: 1. Request related to Evan Miller, Office of the
 Controller, off calendar.

 2. Adopt staff report on all remaining items.

EXAMINATION MATTERS

3200-87 Appeal of staff denial of a protest of the oral examination for
Class 2808 Senior Disease Control Investigator, Department of Public
Health. (Calendar Item No. 22)

Action: Adopt staff report; deny appeal of Sydni Rozenfeld.

3236-87 Appeal of staff denial of a protest of the oral examination for
Class 1636 Health Care Billing Clerk II, Department of Public
Health. (Calendar Item No. 21)

Action: Adopt staff report; grant Chi Phan a minimum passing
 score in the examination for Class 1636 Health Care
 Billing Clerk II, and amend the eligible list
 accordingly.

3240-87 In closed session (Charter Section 3.660):
Reconsideration of staff action on rating key for Class 1658 Chief
Accountant written examination. (Calendar Item No. 25)

Action: Over to the meeting of October 5, 1987.

4900-87 Appeal from Charlotte Estimada of the decision of the General
Manager, Personnel to restrict future employability.
(Calendar Item No. 23)

Action: Adopt staff report; deny appeal of Charlotte Estimada.
 Sustain the decision of the General Manager, Personnel.

Commissioners' New Business. (Calendar Item No. 20)

The Commission directed the General Manager, Personnel to coordinate
among the staff and to make proposals for Charter amendments, Civil
Service Commission Rule changes and procedural changes which would
be required to improve the civil service system. An interim report
to be presented to the Commission by October 5, 1987.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - SEPTEMBER 21, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Rosalinda C. Alban, 1424 Clerk Typist, 113/CPE-1, Department of Public Works, General Administration, 7/7/87. (Calendar Item No. 38) (7)

August 3, 1987: Over to the meeting of September 21, 1987 at the request of Ms. Alban's attorney.

Action: Over to the meeting of October 5, 1987 due to unavailability of Ms. Alban's witness.

Nenita Bermudez, 1424 Clerk Typist, 7/CPE-201, Civil Service Commission, Examinations Division, 8/10/87. (Calendar Item No. 34) (7)

Action: Off calendar.

Tom Busby, Jr., 9163 Transit Operator, 9/E-116, Public Utilities Commission, San Francisco Municipal Railway, 6/2/87. (Calendar Item No. 37) (6)

Action: Approve. No future employment as a Transit Operator or in any capacity requiring the operation of a motor vehicle.

Winifred Concepcion, 1476 Senior Claims Process Clerk, 3/CPE-6, Employees Retirement System, Compensation Division, 8/17/87. (Calendar Item No. 29) (5)

Action: Off calendar.

Ona L. Heckstall, 1630 Account Clerk, 202/CPE-1, Public Utilities Commission, San Francisco Municipal Railway, 8/18/87. (Calendar Item No. 40) (7)

Action: Over to the meeting of October 5, 1987 at Ms. Heckstall's request.

Bruce E. Johnson, 9163 Transit Operator, 80/E-119, Public Utilities Commission, San Francisco Municipal Railway, 7/25/87. (Calendar Item No. 32) (2)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Percy Johnson, 9163 Transit Operator, 170/E-118, Public Utilities Commission, San Francisco Municipal Railway, 5/29/87. (Calendar Item No. 31) (2)

Action: Over to the meeting of October 5, 1987 at the request of the Public Utilities Commission.

Robert Lenis, 2587 Health Worker III, 14/P-1, Department of Public Health, Community Mental Health Services, 8/11/87. (Calendar Item No. 42) (7)

Action: Cancel all current examination and eligibility status. Not to be employed again by the City and County of San Francisco.

Larry Littlejohn, 8308 Sheriff's Sergeant, 9/P-7, Office of the Sheriff, 7/13/87. (Calendar Item No. 18) (7)

August 17, 1987: Over to the meeting of September 21, 1987
recessed to due to non-appearance of representative
September 3, 1987 from the Sheriff. Special Order of
Business at 2 P.M.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Sheriff. No future employment in any peace officer capacity.

Susana Mariles, 1440 Medical Transcriber Typist, 2/E-56, Department of Public Health, San Francisco General Hospital Medical Center, 6/2/87. (Calendar Item No. 27) (4)

July 6, 1987: Over to the meeting of August 3, 1987 at the request of Ms. Mariles' attorney.

August 3, 1987: Over to the meeting of August 17, 1987 at Ms. Mariles' request.

August 17, 1987: Over to the meeting of September 21, 1987
recessed to at the request of Ms. Mariles' attorney.
September 3, 1987

Action: Future employment subject to review and approval of the General Manager, Personnel. Not to be employed again by the Department of Public Health.

Royce Merritt, 2708 Custodian, 153/E-1, San Francisco Unified School District, Custodial Services Division, 4/16/87. (Calendar Item No. 28) (6)

July 6, 1987: Over to the meeting of August 17, 1987 at the request of the San Francisco Unified School District.

August 17, 1987: Over to the meeting of September 21, 1987
recessed to at the request of the San Francisco Unified
September 3, 1987 School District.

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

Salvador S. Orogo, 9163 Transit Operator, 112/E-122, Public Utilities Commission, San Francisco Municipal Railway, 7/14/87. (Calendar Item No. 30) (2)

Action: Over to the meeting of October 5, 1987 at Mr. Orogo's request.

John Patton, 2604 Food Service Worker, 40/E-6, Department of Public Health, Laguna Honda Hospital, 7/17/87. (Calendar Item No. 33) (4)

August 17, 1987: Over to the meeting of September 21, 1987
recessed to at Mr. Patton's request.
September 3, 1987

Action: Over to the meeting of November 16, 1987 at the request of Local 250.

Theresa Powell, 1426 Senior Clerk Typist, 4/CPE-6, Public Utilities Commission, San Francisco Municipal Railway, 7/16/87. (Calendar Item No. 39) (7)

August 17, 1987: Over to the meeting of September 21, 1987
recessed to at the request of Local 790.
September 3, 1987

Action: Over to the meeting of October 5, 1987 at the request of the Public Utilities Commission.

Oscar Redmond, 9163 Transit Operator, 403/E-112, Public Utilities Commission, San Francisco Municipal Railway, 7/24/87. (Calendar Item No. 41) (7)

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Lawrence Reese, 7375 Apprentice Stationary Engineer, Sewage Plant, Department of Public Works, Water Pollution Control, 7/3/87. (Calendar Item No. 35) (6)

August 3, 1987: Over to the meeting of September 21, 1987 at Mr. Reese's request.

Action: Over to the meeting of November 2, 1987 at Mr. Reese's request.

Mauricio Sanchez, 7346 Painter, 18/E-8, San Francisco Unified School District, 6/19/87. (Calendar Item No. 36) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Unified School District.

INDIVIDUALS' REQUESTS TO SPEAK

A D J O U R N M E N T

CITY AND COUNTY OF SAN FRANCISCO
Civil Service Commission



A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter
John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 5, 1987

PART I - 2 P.M.

DOCUMENTS DEPT.

OCT 8 1987

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Donovan

(Items Missed: 4, 5, 6, 7,
8, 9, 10, 11)

Commissioner Lee
Commissioner Munson
Commissioner Porter
Commissioner Texidor del Portillo

Commissioner Munson presided

MINUTES: Regular Meeting of September 21, 1987

Action: Approve.

CLASSIFICATION MATTERS

1241-87 Continuation of temporary exempt appointments for the Information Services Division of the Office of the Controller.
(Calendar Item No. 5)

Action: Adopt staff report.

1. Approve the continuation of four exempt appointments above the entrance step as detailed in the staff report in accordance with Charter Section 8.300(5) until various assignments on special project are completed.
2. Approve two new exempt appointments as detailed in the staff report in accordance with Charter Section 8.300(5) until various assignments special projects are completed.

1242-87 Request from the Recreation and Park Department to use a class in the Staff Assistant, Special Project series for an Associate Safety Officer. (Calendar Item No. 6)

Action: Adopt staff report; approve the interim use of Class 9742 Staff Assistant V, Special Project (\$1554 B/W) to employ an Associate Safety Officer pending classification of a budgeted position.

CLASSIFICATION MATTERS (cont.)

1243-87 Request to utilize one position in Class 9746 Staff Assistant VII, Special Project for the San Francisco Unified School District. (Calendar Item No. 7)

Action: Over to the meeting of October 19, 1987.

1244-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
185-87/88	Airport	Bernard A. Vallerger, Inc.
186-87/88	Airport	Del Campo & Maru
187-87/88	Airport	Marquis/Wong & Brocchini Assoc.
188-87/88	Arts Commission	Dennis W. Rumsey
189-87/88	CAO	S.F. Comm. Recyclers (SFCR) & Independent Paper Stock (IPS)
190-87/88	CAO	AGS, Inc. - Lee & Praszker, a joint venture
191-87/88	Public Health	Catholic Charities
192-87/88	Public Utilities Commission	Information Systems Associates
193-87/88	Public Utilities Commission	Infomanage, Inc.
194-87/88	Public Works	EIP Associates
195-87/88	Public Works	EIP Associates
196-87/88	Real Estate	Real Estate Decisions Co., Inc.
197-87/88	Retirement	Fred Alger Asset Management, Inc.
198-87/88	Registrar	JPM Computer Consulting
199-87/88	Retirement	Pension Realty Advisors, Inc.
200-87/88	Controller	Deloitte Haskins & Sells
201-87/88	Public Works	Tim Meager and Associates
202-87/88	Public Utilities Commission	Roxanne Findley

Action:

1. Contract Number 197-87/88 off calendar. Staff to request the advice of the City Attorney as to the necessity for Civil Service Commission approval of a personal services contract for these services.
2. Contract Number 200-87/88 approved. The Controller to provide the training data requested by Local 21. This information to be provided to the members of the Civil Service Commission and to Local 21.

CLASSIFICATION MATTERS (cont.)

1244-87
(cont.)

3. Adopt staff report on the remaining contracts; notify the offices of the Controller and the Purchaser.

1245-87 Classification of one budgeted position in the new class of 1659 Chief Systems Accountant. (Calendar Item No. 8)

Action: Over to the meeting of October 19, 1987 at the request of Local 21.

EXAMINATION MATTERS

3240-87 In closed session (Charter Section 3.660):
Reconsideration of staff action on rating key for Class 1658 Chief Accountant written examination. (Calendar Item No. 17)

September 21, 1987: Over to the meeting of October 5, 1987.

Action: Over to the meeting of October 19, 1987 at the request of Local 21.

3254-87 Request that Class 8308 Sheriff's Sergeant and Class 8310 Sheriff's Lieutenant be issued on a promotive only basis. (Calendar Item No. 11)

Action: Adopt staff report; approve request for promotive only examination for Class 8308 Sheriff's Sergeant and Class 8310 Sheriff's Lieutenant.

IN-SERVICE MATTERS

4990-87 Reconsideration of staff's denial of request to add a description of the vacant position and amend the minimum qualifications section of the examination announcement for Class 1276 Departmental Personnel Officer. (Calendar Item No. 14)

Action: Amend the examination announcement to provide the information that the one current job opening is at the Department of Public Health together with a description of the size and complexity of this agency; reissue announcement.

6053-87 Appeal from Robert Howard of the decision of the General Manager, Personnel to restrict future employability. (Calendar Item No. 16)

Action: Deny appeal. Sustain the decision of the General Manager, Personnel.

6054-87 From the San Francisco Fire Commission: Request for ratification of amendments to Article 38 of the San Francisco Fire Department's Rules and regulations governing sick and disability rules. (Calendar Item No. 10)

Action: Adopt staff report; ratify amendments.

IN-SERVICE MATTERS (cont.)

6055-87 Proposed amendment to Civil Service Commission Rule 1, Section 1.03A
- Policy and Section 1.03F - Discrimination Complaints.
(Calendar Item No. 9)

Action: Post for adoption following completion of meet and
confer.

6056-87 Appeal of the decision of the General Manager, Personnel regarding
the cancellation of a personnel requisition. (Calendar Item No. 15)

Action: Over to the meeting of November 2, 1987 at the request
of the appellant.

General Manager's Report. (Calendar Item No. 12)

Report presented. Action: File.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 5, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Rosalinda C. Alban, 1424 Clerk Typist, 113/CPE-1, Department of Public Works, General Administration, 7/7/87. (Calendar Item No. 25) (7)

August 3, 1987: Over to the meeting of September 21, 1987 at the request of Ms. Alban's attorney.

September 21, 1987: Over to the meeting of October 5, 1987 due to unavailability of Ms. Alban's witness.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Department of Public Works.

Ona L. Heckstall, 1630 Account Clerk, 202/CPE-1, Public Utilities Commission, San Francisco Municipal Railway, 8/18/87. (Calendar Item No. 27) (7)

September 21, 1987: Over to the meeting of October 5, 1987 at Ms. Heckstall's request.

Action: Off calendar at Ms. Heckstall's request. Ms. Heckstall to notify the Assistant Secretary when prepared to proceed. Ineligible for any employment with the City and County of San Francisco or the School Districts until final determination of future employability made by the Civil Service Commission.

Percy Johnson, 9163 Transit Operator, 170/E-118, Public Utilities Commission, San Francisco Municipal Railway, 5/29/87. (Calendar Item No. 23) (2)

September 21, 1987: Over to the meeting of October 5, 1987 at the request of the Public Utilities Commission.

Action: Dismiss from the Service. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service.

Lamond Lane, 7514 General Laborer, 61/E-7, Department of Public Works, Street Cleaning Division, 8/10/87. (Calendar Item No. 21) (4)

Action: Return name to list. Not to be employed again by the Department of Public Works.

Janice Mark, 1426 Senior Clerk Typist, 4/CPE-18, San Francisco Community College District, College Division, 9/4/87. (Calendar Item No. 19) (3)

Action: Over to the meeting of October 19, 1987 at the request of Local 790.

Adrienne Marshall, 1426 Senior Clerk Typist, 1/CPE-165, Department of Public Health, San Francisco General Hospital Medical Center, 8/27/87. (Calendar Item No. 20) (4)

Action: Over to the meeting of November 2, 1987 at Ms. Marshall's request.

Salvador S. Orogo, 9163 Transit Operator, 112/E-122, Public Utilities Commission, San Francisco Municipal Railway, 7/14/87. (Calendar Item No. 22) (2)

September 21, 1987: Over to the meeting of October 5, 1987 at Mr. Orogo's request.

Action: Return name to list.

Theresa Powell, 1426 Senior Clerk Typist, 4/CPE-6, Public Utilities Commission, San Francisco Municipal Railway, 7/16/87. (Calendar Item No. 26) (7)

August 17, 1987: Over to the meeting of September 21, 1987 recessed to at the request of Local 790.
September 3, 1987

September 21, 1987: Over to the meeting of October 5, 1987 at the request of the Public Utilities Commission.

Action: Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

Edwin Ranek, 9163 Transit Operator, 410/E-112, Public Utilities Commission, San Francisco Municipal Railway, 6/9/87. (Calendar Item No. 24) (6)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Public Utilities Commission.

INDIVIDUALS' REQUESTS TO SPEAK

A D J O U R N M E N T

65
9/87



CITY AND COUNTY OF SAN FRANCISCO Civil Service Commission

A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter

John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

REGULAR MEETING - OCTOBER 19, 1987

PART I - 2 P.M.

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PUBLIC LIBRARY

Present: Commissioner Lee
Commissioner Munson
Commissioner Texidor del Portillo

Excused: Commissioner Donovan
Commissioner Porter

Commissioner Munson presided

MINUTES: Regular Meeting of October 5, 1987

Action: Approve.

CLASSIFICATION MATTERS

1226-87 Survey of four new positions at the Port of San Francisco.
(Calendar Item No. 5)

- September 21, 1987: 1. Adopt the following portions of the staff report:
- A. Establish a new Class of 9377 Development Feasibility Analyst, Port (J,Z Sch. 56.4 \$1436B1740). Draft class specification as detailed in the staff report.
 - B. Allocate one new position identified in the budget as A821 Property Development Feasibility Analyst (J \$1336B1818) to Class 9377 Development Feasibility Analyst, Port.
 - C. Amend and retitle the specification for Class 9397 Port Development Consultant to 9397 Port Property Development Manager. Amended class specification as detailed in the staff report.

CLASSIFICATION MATTERS (cont.)

1226-87
(cont.)

- D. Classify one new position identified in the budget as 9397 Port Development Consultant (Sch. 63.2 \$1994B2424) to Class 9397 Port Property Development Manager (Sch. 63.2 \$1994B2424).
 - E. Amend and retitle the specification for Class 9384 Director, Finance and Administration, Port to Class 9384 Director, Property and Finance, Port. Amended class specification as detailed in the staff report.
 - F. Advise the department to submit a Supplemental Appropriation Request to adjust its budget.
 - G. Amend the Annual Salary Ordinance to reflect these actions.
2. The following portions of the staff report over to the meeting of October 19, 1987 (the Commission stipulated that no further continuances would be allowed):
- A. Establish a new class of 9398 Port Planning Manager (J,Z Sch. 62.7 \$1946B2365). Draft class specification as detailed in the staff report.
 - B. Allocate one new position identified in the budget as A822 Port Planning Manager (J \$1871B2274) to Class 9398 Port Planning Manager.
 - C. Classify one new position in Class 5278 Planner II (Sch. 52.2 \$1174B1421).

Action: Adopt balance of the staff report:

- 1. Establish a new class of 9398 Port Planning Manager (J,Z Sch. 62.7 \$1946B2365). Draft class specification as detailed in the staff report.
- 2. Allocate one new position identified in the budget as A822 Port Planning Manager (J \$1871B2274) to Class 9398 Port Planning Manager.
- 3. Classify one new position in Class 5278 Planner II (Sch. 52.2 \$1174B1421).

1243-87 Request to utilize one position in Class 9746 Staff Assistant VII, Special Project, for the San Francisco Unified School District. (Calendar Item No. 6)

October 5, 1987: Over to the meeting of October 19, 1987.

- Action:
- 1. Adopt staff report as amended; approve the use of Class 9746 Staff Assistant VII, Special Project (\$2066 BW), for a period of 18 months to employ a Project Manager for the School District's Asbestos Abatement Program.
 - 2. The General Manager, Personnel requested to report results of a survey of City and County departments for personnel needs for projected asbestos work in City and County buildings. The Commission indicated its reluctance to approve use of the Staff Assistant series in the future for asbestos removal work.

(CLASSIFICATION MATTERS (cont.)

1245-87 Classification of one budgeted position in the new class of 1659 Chief Systems Accountant. (Calendar Item No. 7)

October 5, 1987: Over to the meeting of October 19, 1987 at the request of Local 21.

Action: Over to the meeting of November 2, 1987 at the request of Local 21.

1254-87 Classification of a budgeted position in the new Class of 1161 Executive Assistant to the Administrator, San Francisco General Hospital. (Calendar Item No. 9)

Action: Adopt staff report.

1. Establish new classification of 1161 Executive Assistant to the Administrator, San Francisco General Hospital (Sch. J, Z 61.0 \$1791B2178). Class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A757 Executive Assistant, San Francisco General Hospital (Sch. J \$1791B2178).
3. Amend Section 86/01/00 of the Annual Salary Ordinance administratively.
4. Advise the Civil Service Examination Unit to administer an examination for the position.

1255-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
203-87/88	Public Health	Crestwood Hospitals, Inc.
204-87/88	Public Health	Ricky Sheroover-Marcuse
205-87/88	Arts Commission	James Bernstein
206-87/88	CAO	Facility Management Inc. of California
207-87/88	CAO	Resource Conservation Consultants
208-87/88	Police	PSW3 Inc.
209-87/88	Police	Call & Language Line (C.A.L.L.)
210-87/88	Public Utilities Commission	Parsons, Brinkerhoff, Quade and Douglas, Inc.
211-87/88	Public Utilities Commission	Morrison-Knudsen Engineering Inc.
212-87/88	Public Utilities Commission	DeLeuw, Cather & Company
213-87/88	Public Utilities Commission	Alan Browning
214-87/88	Public Utilities Commission	J.L. Mersky

CLASSIFICATION MATTERS (cont.)

1255-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
215-87/88	Public Works	Geotechnical Consultants, Inc.
216-87/88	Public Works	CH2M-Hill, Inc.
Action:	<ol style="list-style-type: none">1. Contract Number 210-87/88 over to the meeting of November 2, 1987. The Public Utilities Commission is requested to provide answers to the questions posed by Local 21.2. Adopt staff report on all other contracts; notify the offices of the Controller and the Purchaser.	

1257-87 Title change for the Right-of-Way Agent classifications.
(Calendar Item No. 10)

Action:	Adopt staff report.	
1.	Retitle the following classifications as recommended:	
	<u>Current Title</u>	<u>Recommended Title</u>
	4140 Right-of-Way Agent	4140 Real Property Officer
	4142 Senior Right-of-Way Agent	4142 Senior Real Property Officer
	4143 Principal Right-of-Way Agent	4143 Principal Real Property Officer
2.	Amend specifications for these classes to reflect the new updated class format. Amended class specifications are as detailed in the staff report.	
3.	Status of incumbents and eligibles continues without change.	
4.	Administratively amend the Annual Salary Ordinance to reflect this action.	

1258-87 Classification of positions in various City departments.
(Calendar Item No. 8)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Works	1	1426 Senior Clerk Typist (Sch. 43.1 \$762B920)	Same
	1	7215 General Laborer Supervisor I (Sch. 50.1 \$1062B1285)	Same
Controller	1	1873 Software Analyst (Sch. 58.2 \$1565B1899)	Same
Asian Art Museum	1	3522 Senior Museum Same Preparator (Sch. 47.2 \$925B1120)	
Airport	1	9204 Airport Communications Supervisor (Sch. 53.6 \$1255B1520)	Same

Action: Adopt staff report.

CLASSIFICATION MATTERS (cont.)

1262-87 Survey of one position at the Fine Arts Museums. (Calendar Item No. 11)

Action: Adopt staff report.

1. Establish a new classification of 3584 Deputy Director for Operations, Fine Arts Museums (J,Z Sch. 63.4 \$2014B2449, 4397M 5347).
2. Allocate one new position to this class at the Fine Arts Museums.
3. Advise the Department to submit a Supplemental Appropriation Ordinance to adjust their budget.
4. Amend the Annual Salary Ordinance to reflect this action.

1263-87 Survey of one permanent position in Class 2402 Laboratory Helper at the Coroner's Office. (Calendar Item No. 12)

Action: Adopt staff report.

1. Establish a new class of 2403 Forensic Laboratory Technician (Sch. 40.6 \$677B818).
2. Reallocate one position in Class 2402 Laboratory Helper (Sch. 40.6 \$677B818) in the Coroner's Office to the new class. Grant status to Luisa P. Lacayanga, permanent incumbent in Class 2402.
3. Advise the department to submit a supplemental appropriation to adjust its budget.
4. Amend the Annual Salary Ordinance to reflect this action.

1264-87 Survey of one position in the General Services Division, San Francisco Unified School District. (Calendar Item No. 13)

Action: Adopt staff report.

1. Establish a new classification of 5108 Director, General Services Division, San Francisco Unified School District (J,Z Sch. 64.7 \$2145B2607, 4683M5692). Class specification as detailed in the staff report.
2. Allocate one new position to Class 5108 Director, General Services Division, San Francisco Unified School District.
3. Advise the San Francisco Unified School District to amend its Annual Salary Resolution accordingly.
4. Amend the Annual Salary Ordinance to reflect this action.

COMPENSATION MATTERS

2234-87 Request for reconsideration of staff denial of Supervisory Differential Request of employee in Class 9155 Claims Investigator. (Calendar Item No. 18)

Action: Over to the meeting of November 2, 1987 at request of appellant's attorney.

EXAMINATION MATTERS

3240-87 In closed session (Charter Section 3.660):
Reconsideration of staff action on rating key for Class 1658 Chief Accountant written examination. (Calendar Item No. 19)

September 21, 1987: Over to the meeting of October 5, 1987.

October 5, 1987: Over to the meeting of October 19, 1987 at the request of Local 21.

Action:

1. Eliminate items 40, 41, 42, 55, and 100.
2. Deny protest on items 21, 29, 50, 59, 82, 84 and 90.
3. Grant appeal on item 91 - allow key answers 1 or 3.
4. Protest on item 73 withdrawn by appellant.
5. Adopt rating key.

3266-87 Request that Class 1632 Senior Account Clerk be issued on a promotive only basis. (Calendar Item No. 14)

Action: Deny staff report.

3562-87 Appointment of hearing officer to act on protests on promotional examinations administered under the Consent Decree (Officers for Justice v. CCSF - October 27, 1986 Order). (Calendar Item No. 15)

Action: Adopt staff report.

SPECIAL ORDER OF BUSINESS TO BE HEARD AT 4 P.M.

Discussion by the City Attorney's Office on the Ralph M. Brown Act (State of California Government Code Sections 54950-54961).

Action: Off calendar.

General Manager's Report. (Calendar Item No. 16)

A report of the data on the First Quarter 1987-88 experience with revised separation procedures (Rules 6 and 33) was reviewed.

Report filed.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - OCTOBER 19, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Markel D. Anthony, 1458 Legal Stenographer, 2/CPE-16, Treasurer/Tax Collector, Legal Division, 4/27/87. (Calendar Item No. 22) (4)

May 18, 1987: Over to the Special Meeting of June 29, 1987 at the request of the Treasurer.

June 29, 1987: Over to the meeting of August 17, 1987 at Mr. Anthony's request.

August 17, 1987: Over to the meeting of October 19, 1987 at the request of the Treasurer/Tax Collector.
Recessed to September 3, 1987

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the Treasurer/Tax Collector.

Desiree T. Garrick, Q-2 Police Officer, 427/E-98, San Francisco Police Department, Academy Division, 9/9/87. (Calendar Item No. 25) (4)

Action: Over to the meeting of November 2, 1987 at Ms. Garrick's request.

Steven V. Lutes, 1823 Senior Administrative Analyst, LT, San Francisco Police Department, Office of Citizen Complaints, 9/8/87. (Calendar Item No. 23) (1)

Action: Over to the meeting of November 2, 1987 at the request of the Office of Citizen's Complaints.

Janice Mark, 1426 Senior Clerk Typist, 4/CPE-18, San Francisco Community College District, College Division, 9/4/87. (Calendar Item No. 24) (3)

October 5, 1987: Over to the meeting of October 19, 1987 at the request of Local 790.

Action: Grant appeal. Disapprove Automatic Resignation. Reinstate to a position in the class at the San Francisco Community College District without back pay.

A D J O U R N M E N T



CITY AND COUNTY OF SAN FRANCISCO Civil Service Commission

A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter

John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

REGULAR MEETING - NOVEMBER 2, 1987

PART I - 2 P.M.

DOCUMENTS DEPT.

NOV 9 1987

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Donovan
Commissioner Lee
Commissioner Munson
Commissioner Porter
Commissioner Texidor del Portillo

(Items Missed: 14 and 18)

Commissioner Munson presided

MINUTES: Regular Meeting of October 19, 1987

Action: Approve.

ANNOUNCEMENTS

1. On Monday, November 2, 1987 at 1 P.M., the Civil Service Commission met in closed session pursuant to Section 54956.9(a) of the Government Code of the State of California to discuss with the City Attorney the litigation entitled the United States of America versus the City and County of San Francisco (United States District Court Number C84-7089 MHP/C84-1100 MHP (consolidated)).

Present were Commissioners Munson, Texidor del Portillo, Donovan, Lee, and Porter.

No action was taken.

2. The Commission announced that it has canceled its meeting of Monday, December 21, 1987.

CLASSIFICATION MATTERS

1245-87 Classification of one budgeted position in the new class of 1659 Chief Systems Accountant. (Calendar Item No. 9)

October 5, 1987: Over to the meeting of October 19, 1987 at the request of Local 21.

October 19, 1987: Over to the meeting of November 2, 1987 at the request of Local 21.

Action: Over to the meeting of November 16, 1987 at the request of Local 21.

CLASSIFICATION MATTERS (cont.)

1255-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 8)

October 19, 1987: Contract Number 210-87/88 over to the meeting of November 2, 1987. The Public Utilities Commission is requested to provide answers to the questions posed by Local 21.

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
210-87/88	Public Utilities Commission	Parsons, Brinkerhoff, Quade and Douglas, Inc.
Action:	Adopt staff report; notify the offices of the Controller and the Purchaser.	

1273-87 Survey of one position in the Public Utilities Commission, Bureau of Energy conservation. (Calendar Item No. 6)

Action: Adopt staff report.

1. Establish a new classification of 1888 Manager, Bureau of Energy Conservation, Public Utilities Commission, (J,Z Sch. 60.2 \$1723B2094), draft class specification as detailed in the staff report.
2. Advise the department to submit a supplemental appropriation.
3. Amend the Annual Salary Ordinance Section 40/06/00/00000/001 to reflect this action.

1276-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
217-87/88	CAO	The Integral Difference
218-87/88	Civil Service Commission	Cooperative Personnel Services
219-87/88	Controller	Thorn EMI Computer Software
220-87/88	Port	Jenkins Trucking
221-87/88	Port	Tighe Drayage
222-87/88	Port	Safe Harbor Port Service
223-87/88	Port	Ferma Corp.
224-87/88	Port	Fagan Equipment Co.
225-87/88	Port	Deloitte, Haskins & Sells
226-87/88	Public Health	Poolman, Shih & Platton, Inc.
227-87/88	Public Health	Susan Dolder
228-87/88	Public Utilities Commission	International Transit Services

CLASSIFICATION MATTERS (cont.)

1276-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
229-87/88	Public Works	Asbestos Consultants of Calif.
230-87/88	Public Works	AGS, Inc.
231-87/88	Registrar of Voters	Data General Corp.
232-87/88	Registrar of Voters	JPM Computer Consulting
233-87/88	Registrar of Voters	The Integral Difference
234-87/88	Sheriff	Ivan Yee
235-87/88	Social Services	International Institute of S.F.

- Action:
1. Contract Number 228-87/88 off calendar at the request of the Public Utilities Commission.
 2. Adopt staff report on the remaining contracts; notify the Office of the Controller and the Purchaser.

1277-87 Classification of positions in various City departments.
(Calendar Item No. 5)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
SFCCD	1	1950 Assistant Purchaser (Sch. 45.8 \$866B1047)	1952 Purchaser Sch. 51.4 \$1131B1368
Public Health Central Office	1	1632 Senior Account Clerk (Sch. 44.8 \$826B998)	Same
Public Works	1	1446 Secretary II (Sch. 45.1 \$838B1013)	Same
	1	1426 Senior Clerk Typist (Sch. 43.1 \$762B920)	Same
Public Health CMHS	1	1408 Principal Clerk (Sch. 47.0 \$916B1109)	1426 Senior Clerk Typist Sch. 43.1 \$762B920

Action: Adopt staff report.

COMPENSATION MATTERS

2234-87 Request for reconsideration of staff denial of Supervisory Differential Request of employee in Class 9155 Claims Investigator.
(Calendar Item No. 7)

October 19, 1987: Over to the meeting of November 2, 1987 at request of appellant's attorney.

Action: Over to the meeting of January 4, 1988 at request of appellant's attorney.

COMPENSATION MATTERS

2244-87 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in the State of California. (Calendar Item No. 13)

Action: Adopt staff report; certify rates to the Board of Supervisors pursuant to Section 8.405 of the Charter.

EXAMINATION MATTERS

3284-87 Request that Class 9163 Transit Operator be issued on a full-time promotive only basis. (Calendar Item No. 10)

Action: Approve request for promotive only examination for Class 9163 Transit Operator with eligibility limited to certified temporary Class 9163 Transit Operators who maintain their current status as certified temporary 9163 employees.

IN-SERVICE MATTERS

6056-87 Appeal of the decision of the General Manager, Personnel regarding the cancellation of a personnel requisition. (Calendar Item No. 14)

October 5, 1987: Over to the meeting of November 2, 1987 at the request of the appellant.

Action: Deny appeal of Martha McClain; sustain the decision of the General Manager, Personnel.

Commissioners' New Business. (Calendar Item No. 12)

Resolution of Commendation for Albert C. Walker, Assistant Secretary, Civil Service Commission.

Action: Adopt.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 2, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Dexter Cooper, 2708 Custodian, 122/E-3, San Francisco Unified School District, Custodial Services, 9/23/87. (Calendar Item No. 17) (3)

Action: Off calendar at the request of the San Francisco Unified School District. The San Francisco Unified School District to notify the Assistant Secretary when prepared to proceed. Mr. Cooper to remain ineligible for all employment with the City and County of San Francisco and the School Districts pending final determination by the Civil Service Commission.

Desiree T. Garrick, Q-2 Police Officer, 427/E-98, San Francisco Police Department, Academy Division, 9/9/87. (Calendar Item No. 19) (4)

October 19, 1987: Over to the meeting of November 2, 1987 at Ms. Garrick's request.

Action: Over to the meeting of December 7, 1987 at Ms. Garrick's request.

David Lara, Q2 Police Officer, 127/E-99, San Francisco Police Department, Ingleside Station, 10/2/87. (Calendar Item No. 20) (4)

Action: Over to the meeting of November 16, 1987 at the request of Mr. Lara's attorney.

Steven V. Lutes, 1823 Senior Administrative Analyst, LT, San Francisco Police Department, Office of Citizen Complaints, 9/8/87. (Calendar Item No. 16) (1)

October 19, 1987: Over to the meeting of November 2, 1987 at the request of the Office of Citizen Complaints.

Action: Over to the meeting of December 7, 1987 at the request of the Office of Citizen Complaints.

Adrienne Marshall, 1426 Senior Clerk Typist, 1/CPE-165, Department of Public Health, San Francisco General Hospital Medical Center, 8/27/87. (Calendar Item No. 18) (4)

October 5, 1987: Over to the meeting of November 2, 1987 at Ms. Marshall's request.

Action: Return name to eligible list in Class 1426. Not to be employed again by the Department of Public Health.

Lawrence Reese, 7375 Apprentice Stationary Engineer, Sewage Plant, Department of Public Works, Water Pollution Control, 7/3/87. (Calendar Item No. 22) (6)

August 3, 1987: Over to the meeting of September 21, 1987 at Mr. Reese's request.

September 21, 1987: Over to the meeting of November 2, 1987 at Mr. Reese's request.

Action: Over to the meeting of November 16, 1987 at Mr. Reese's request.

Rosario Sy-Miller, 1424 Clerk Typist, 3/CPE-205, San Francisco Residential Rent Stabilization and Arbitration Board, 10/1/87. (Calendar Item No. 21) (4)

Action: Over to the meeting of November 16, 1987 at request of Ms. Sy-Miller's attorney.

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A D J O U R N M E N T

In memory of John D. Murray, an employee of the Civil Service Commission from October 29, 1969 to December 26, 1974, an employee of the Airports Commission from December 27, 1974 to January 6, 1977, and a civil service employee of the San Francisco Unified School District since that time, who died on October 23, 1987.

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6/87



CITY AND COUNTY OF SAN FRANCISCO Civil Service Commission

A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter

John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

NOV 23 1987

REGULAR MEETING - NOVEMBER 16, 1987

PART I - 4 P.M.

Present: Commissioner Lee
Commissioner Munson
Commissioner Porter

Excused: Commissioner Donovan
Commissioner Texidor del Portillo

Commissioner Munson presided

MINUTES: Regular Meeting of November 2, 1987

Action: Approve.

ANNOUNCEMENTS

- A. The Civil Service Commission announced that it had met in Executive Session at 3:30 P.M. on Monday, November 16, 1987 with the City Attorney pursuant to Section 54956.9 of the Government Code of the State of California to discuss litigation in the matter of the United States of America vs. the City and County of San Francisco, et al. (United States District Court for the Northern District of California Number C84-7089 MHP and C84-1100 MHP Consolidated)

Present were Commissioners Munson, Lee and Porter.

No action was taken.

- B. The Commission announced that it has cancelled its meeting of Monday, December 21, 1987.

CLASSIFICATION MATTERS

1245-87 Classification of one budgeted position in the new class of 1659 Chief Systems Accountant. (Calendar Item No. 5)

October 5, 1987: Over to the meeting of October 19, 1987 at the request of Local 21.

October 19, 1987: Over to the meeting of November 2, 1987 at the request of Local 21.

CLASSIFICATION MATTERS (cont.)

1245-87
(cont.)

November 2, 1987: Over to the meeting of November 16, 1987 at the request of Local 21.

Action: Adopt staff report.

1. Establish new classification of 1659 Chief Systems Accountant (J,Z \$1881B2287). Class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A715 Chief Systems Accountant to Class 1659 Chief Systems Accountant (J,Z \$1881B2287).
3. Amend Section 09/01/03/6276/01001/314104/000/00/001 of the Annual Salary Ordinance administratively.
4. Advise the Civil Service Examination Unit to administer an examination for the position.

1280-87

Classification of a budgeted position in the new class of 3231 Golf Program Director, Recreation and Park Department. (Calendar Item No. 10)

Action: Adopt staff report.

1. Establish a new classification of 3231 Golf Program Director (Sch. J,Z 57.7 1528B1853). Class specification as detailed in the staff report.
2. Allocate one position approved in the budget as A788 Golf Director (J 1528B1853) to Class 3231 Golf Program Director.
3. Amend Section 42/05/00 of the Annual Salary Ordinance administratively.
4. Advise the Civil Service Examination Unit to administer an examination for the new position.

1285-87

Review of requests for approval of proposed personal services contracts. (Calendar Item No. 4)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
236-87/88	Airport	Western Ecological Services Co., Inc.
237-87/88	Fire	System House, Inc.
238-87/88	Public Health	South Bay Chemical Co.
239-87/88	Public Health	Riedel Environmental Services, Inc.
240-87/88	Public Health	Crosby and Overton
241-87/88	Public Health	North State Environmental
242-87/88	Public Health	American Environmental Management
243-87/88	Public Health	Bayview-Hunter's Point Foundation
244-87/88	Public Health	Barbara Koenig

CLASSIFICATION MATTERS (cont.)

1285-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
245-87/88	Public Health	Industrial Emergency Council
246-87/88	Public Health	Tom Kim
247-87/88	Public Health	S.F. Ambulance Association
248-87/88	Public Health	Bay Area Transcription Services, Inc.
249-87/88	Public Health	Dictation West, Inc.
250-87/88	Public Health	Precision Key punch Services, Inc.
251-87/88	Public Utilities Commission	Sierra Detroit Diesel and Reid's Diesel Service
252-87/88	Public Works	Downtown Community College Center
253-87/88	Public Works	Wesco Boat Services, Inc.
254-87/88	Public Works	Enseco Inc.
255-87/88	Public Works	Bechtel Civil, Inc.
256-87/88	Public Works	Bodega Bay Institute Pollution Ecology
257-87/88	SFUSD	Environmental in Ovations
258-87/88	SFUSD	F.W. Associates, Inc.
259-87/88	SFUSD	F.W. Associates, Inc.
260-87/88	Port	Specialized Communications
261-87/88	Public Utilities Commission	R.C. Research, Inc.
262-87/88	Public Utilities Commission	Cahill and Associates

- Rec: 1. Contract Number 261-87/88 over to the meeting of December 7, 1987.
2. Adopt staff report on all other contracts; notify the offices of the Controller and the Purchaser.

1286-87 Creation of a trainee class in the Department of Agriculture and Weights and Measures. (Calendar Item No. 9)

Action: Adopt staff report.

1. Establish the new Class 6218 Inspector of Weights and Measures Trainee (Sch. 45.7 \$862B1042). Draft class specification as detailed in the staff report.
2. Advise the Department to submit a Supplemental Appropriation Request to reflect creation of this new class.
3. Amend the Annual Salary Ordinance to reflect creation of this new class.

CLASSIFICATION MATTERS (cont.)

1287-87 Classification of positions in various City departments.
(Calendar Item No. 8)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Public Works	1	1844 Senior Management Assistant (Sch. 54.0 \$1279B1550)	1232 Training Officer (Sch. 53.7 \$1261B1528)
Public Utilities Commission/ Municipal Railway	1	A803 Coordinator of Special Events (\$1304B1580)	1844 Senior Management Assistant (Sch. 54.0 \$1279B1550)
SF Unified School District	150	3594 Instructional Aide II (Sch. 40.7 \$681B822)	Same
	8	3596 School Security Aide (Sch. 40.7 \$681B822)	Same

Action: Adopt staff report.

COMPENSATION MATTERS

2285-87 Request for appointment above the entrance rate for various
employees. (Calendar Item No. 6)

<u>NAME AND CLASS</u>	<u>DEPARTMENT</u>	<u>STEP REQUESTED</u>	<u>STEP RECOMMENDED</u>
Andrianne Tong 8174 Attorney	City Attorney	5	5
Michael Langer 8128 Director, Office of Citizen Complaints	Police	5	5
Margaret Provost 9202 Airport Communications Operator	Airport	2	2
James W. Hawkins 2230 Physician Specialist	Public Health/ Laguna Honda	5	5
Abebe A. Zewdie 5234 Jr. Electrical Engineer	Public Utilities Commission	5	5
Christopher Kiesselbach 7328 Operating Engineer	Airport	5	5
F.E. Perlas 1446 Secretary II	Fire	5	5
Ronald Chan 2230 Physician Specialist	Public Health/ Central Office	5	5
So Kam Ng Lee 3544 Curator III	Asian Art Museum	5	5

Action: Adopt staff report.

COMPENSATION MATTERS (cont.)

2286-87 Requests for supervisory differential adjustments as provided by Section IV.F of the Salary Standardization Ordinance. (Calendar Item No. 7)

Action: Adopt staff report; approve supervisory differential adjustments; notify departments accordingly.

EXAMINATION MATTERS

3156-87 Appeal of staff denial of the protest of the examination for Class 2534 Paramedic Supervisor. (Calendar Item No. 13)

Action: Deny appeal of Lamberto M. Alorro; adopt eligible list CPE-2 for Class 2534 Paramedic Supervisor.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - NOVEMBER 16, 1987

PART II - 4 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Larry Brown, 9163 Transit Operator, 250/E-113, Public Utilities Commission, San Francisco Municipal Railway, 10/19/87. (Calendar Item No. 17) (3)

Action: Over to the meeting of December 7, 1987 at Mr. Brown's request.

Steven J. Chiapelone, 3610 Library Assistant, 8/E-4, San Francisco Public Library, Direct Services Division, 10/16/87. (Calendar Item No. 22) (4)

Action: Off calendar.

David Lara, Q2 Police Officer, 127/E-99, San Francisco Police Department, Ingleside Station, 10/2/87. (Calendar Item No. 20) (4)

November 2, 1987: Over to the meeting of November 16, 1987 at the request of Mr. Lara's attorney.

Action: Over to the meeting of December 7, 1987 at the request of Mr. Lara's attorney.

Everett Milton, 9922 Public Service Aide, Associate to Professionals, LT, Department of Public Works, Building Repair, 10/19/87. (Calendar Item No. 15) (1)

Action: Approve. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of six (6) months work experience outside of the City and County service.

John Patton, 2604 Food Service Worker, 40/E-6, Department of Public Health, Laguna Honda Hospital, 7/17/87. (Calendar Item No. 19) (4)

August 17, 1987: Over to the meeting of September 21, 1987 recessed to at Mr. Patton's request.
September 3, 1987

September 21, 1987: Over to the meeting of November 16, 1987 at the request of Local 250.

Action: Over to the meeting of December 7, 1987 at the request of the Department of Public Health.

Lawrence Reese, 7375 Apprentice Stationary Engineer, Sewage Plant,
Department of Public Works, Water Pollution Control, 7/3/87.
(Calendar Item No. 18) (6)

August 3, 1987: Over to the meeting of September 21, 1987
at Mr. Reese's request.

September 21, 1987: Over to the meeting of November 2, 1987 at
Mr. Reese's request.

November 2, 1987: Over to the meeting of November 16, 1987 at
Mr. Reese's request.

Action: Over to the meeting of January 4, 1988 at the request of
Mr. Reese's attorney.

Rosario Sy-Miller, 1424 Clerk Typist, 3/CPE-205, San Francisco
Residential Rent Stabilization and Arbitration Board, 10/1/87.
(Calendar Item No. 21) (4)

November 2, 1987: Over to the meeting of November 16, 1987 at
request of Ms. Sy-Miller's attorney.

Action: Off calendar at the request of the San Francisco
Residential Rent Stabilization and Arbitration Board.

Gary Vradenburg, 7372 Stationary Engineer, Sewage Plant, LT,
Department of Public Works, Water Pollution Control, 10/19/87.
(Calendar Item No. 16) (1)

Action: Off calendar at the request of the Department of Public
Works.

INDIVIDUALS' REQUESTS TO SPEAK (Calendar Item No. 23)

None.

A D J O U R N M E N T



CITY AND COUNTY OF SAN FRANCISCO Civil Service Commission

A. Lee Munson
Carlota Texidor del Portillo
Cleo Donovan
Louis Hop Lee
Timothy L. Porter

John J. Walsh
Albert C. Walker

President
Vice President
Commissioner
Commissioner
Commissioner

General Manager, Personnel
Assistant Secretary

MINUTES

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 7, 1987

PART I - 2 P.M.

DOCUMENTS DEPT.

DEC 10 1987

SAN FRANCISCO
PUBLIC LIBRARY

Present: Commissioner Donovan
Commissioner Lee
Commissioner Munson

Excused: Commissioner Porter
Commissioner Texidor del Portillo

Commissioner Munson presided

MINUTES: Regular Meeting of November 16, 1987

Action: Approve.

ANNOUNCEMENTS:

The Commission announced that it has canceled its meeting of December 21, 1987.

CLASSIFICATION MATTERS

1244-87 Review of request for approval of proposed personal services contract. (Calendar Item No. 4)

NUMBER

DEPARTMENT

CONTRACTOR

197-87/88

Retirement

Fred Alger Asset
Management, Inc.

October 5, 1987:

Contract Number 197-87/88 off calendar.
Staff to request the advice of the City
Attorney as to the necessity for Civil
Service Commission approval of a personal
services contract for these services.

Action: Adopt staff report; notify the offices of the Controller
and the Purchaser.

CLASSIFICATION MATTERS (cont.)

1285-87 Review of request for approval of proposed personal services contract. (Calendar Item No. 5)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
261-87/88	Public Utilities Commission	R.C. Research, Inc.

November 16, 1987: Contract Number 261-87/88 over to the meeting of December 7, 1987.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1289-87 Survey of one position in Class 5209 Industrial Engineer at the Port of San Francisco. (Calendar Item No. 8)

Action: Adopt staff report.

1. Establish a new class of 9367 Operational Systems Engineer, Port (Z Sch. 57.3 \$1499B1818). Draft class specification detailed in the staff report.
2. Allocate one permanent position in Class 5209 Industrial Engineer at the Port to Class 9367 Operational Systems Engineer, Port.
3. Grant status rights in Class 9397 Operational Systems Engineer, Port to incumbents in Class 5209 Industrial Engineer and to eligibles on the current 5209 list.
4. Advise the Department to submit a Supplemental Appropriation to adjust its budget.
5. Amend the Annual Salary Ordinance to reflect this action.

1292-87 Request to grant status in Class 9385 General Services Officer, Port. (Calendar Item No. 10)

Action: Adopt staff report. Grant status in Class 9385 General Services Officer, Port (Sch. 48.5 \$984B1191) to Mr. Charles Bevan, a permanent Port employee currently identified as an A774 Yardchecker.

1295-87 Classification of positions in various City departments. (Calendar Item No. 7)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
Controller	1	1273 Director of Personnel and Staff Development (Sch. 63.4 \$2014B2449)	Same
Human Rights Commission	1	2992 Contract Compliance Officer I (Sch. 56.0 \$1407B1706)	Same
	1	2978 Contract Compliance Officer II (Sch. 62.7 \$1946B2365)	Same

CLASSIFICATION MATTERS (cont.)

1295-87
(cont.)

<u>Department</u>	<u>No. Pos.</u>	<u>Budgeted Class and Rate</u>	<u>Recommended Class</u>
War Memorial	1	1654 Principal Accountant (Sch. 53.9 \$1273B1543)	1656 Head Accountant (Sch. 57.0 \$1477B1791)
Asian Art Museum	1	3546 Curator IV (Sch. 56.9 \$1470B1782)	3544 Curator III (Sch. 53.5 \$1249B1513)
Public Health/ Central Office	1	2328 Nurse Practitioner (Sch. 56.0 \$1407B1706)	2215 Mid-Level Practitioner (Sch. 56.0 \$1407B1706)
Public Works	3	1426 Senior Clerk Typist (Sch. 43.1 \$762B920)	Same

Action: Adopt staff report.

1296-87 Survey of two new positions at the Asian Art Museum.
(Calendar Item No. 11)

Action: Adopt staff report.

1. Establish a new Class of 3554 Associate Museum Registrar (J, Sch. 45.9 \$870B1052). Draft class specification detailed in the staff report.
2. Allocate one new position identified in the budget as A824 Associate Registrar (J, \$870B1052) to Class 3554 Associate Museum Registrar.
3. Establish a new Class of 3558 Senior Museum Registrar (J, \$1245B1245). Draft class specification detailed in the staff report.
4. Allocate one new position identified in the budget as A823 Senior Registrar (Asian Arts) (J, \$1245B1245) to Class 3558 Senior Museum Registrar.
5. Amend the specification for Class 3556 Museum Registrar. Amended class specification detailed in the staff report.
6. Amend the Annual Salary Ordinance to reflect these actions.

1297-87 Survey of one new position in the Public Relations Unit of the Division of Integration, San Francisco Unified School District.
(Calendar Item No. 9)

Action: Adopt staff report.

1. Establish a new Class of 9977 Parent and Community Involvement Coordinator, San Francisco Unified School District (J, Sch. 49.4 \$1027B1243, \$2242M2714). Class specification detailed in the staff report.
2. Allocate one new position to Class 9977 Parent and Community Involvement Coordinator, San Francisco Unified School District.
3. Advise the San Francisco Unified School District to amend its Annual Salary Resolution accordingly.
4. Amend the Annual Salary Ordinance to reflect this action.

CLASSIFICATION MATTERS (cont.)

1298-87 Review of requests for approval of proposed personal services contracts. (Calendar Item No. 6)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
263-87/88	Airport	County of San Mateo, Director of Planning
264-87/88	Airport	Able Communications
265-87/88	Chief Administrative Officer	Maureen O'Rorke
266-87/88	Chief Administrative Officer	deZordo & Associates
267-87/88	Civil Service Commission	S.F. Community College District
268-87/88	District Attorney	Sheryllyn Dougherty Hauptman
269-87/88	Port	Roma Design Group
270-87/88	Public Health	Unicorn Office Support Services
271-87/88	Public Health	John Hayes
272-87/88	Public Health	Terryl Kistler
273-87/88	Public Health	S.F. Study Center, Inc.
274-87/88	Public Health	SMS Systems Corporation
275-87/88	Public Health	Peter B. Harrison
276-87/88	Public Health	Data Processing and Accounting Services
277-87/88	Public Health	Withbert W. Payne
278-87/88	Public Utilities Commission	Booz-Allen & Hamilton
279-87/88	Public Utilities Commission	D & D Engineering
280-87/88	Public Utilities Commission	N Graphic
281-87/88	Public Works	CH2M-Hill
282-87/88	Public Works	Point Line Company
283-87/88	Recreation and Park	University of California
284-87/88	Controller	Robert F. Hicks, Ph.D., A Psychological Corp.
285-87/88	Public Utilities Commission	American Computer Exchange
286-87/88	Public Utilities Commission	SAGE Management Systems
287-87/88	S.F. Unified School District	Testing Engineers, Inc.
288-87/88	Civil Service Commission	Auditor/Monitor (SFPD Consent Decree)

CLASSIFICATION MATTERS (cont.)

1298-87
(cont.)

<u>NUMBER</u>	<u>DEPARTMENT</u>	<u>CONTRACTOR</u>
289-87/88	Public Health	Environmental Health Associates, Inc.
290-87/88	Public Utilities Commission	Smith, Goerss & Ferneborg, Inc.

Action: Adopt staff report; notify the offices of the Controller and the Purchaser.

1299-87 Appeal of decision of the General Manager, Personnel denying use of Class 9740 Staff Assistant IV, Special Project located at San Francisco Community College. (Calendar Item No. 15)

Action: Over to the meeting of January 4, 1988 due to 2 to 1 vote.

COMPENSATION MATTERS

2306-87 Survey of monthly rates paid to Police Officers and Firefighters in all cities of 350,000 population or over in the State of California. (Calendar Item No. 14)

Action: Adopt staff report; certify rates to the Board of Supervisors pursuant to Section 8.405 of the Charter.

EXAMINATION MATTERS

3155-87 Appeal of staff denial of a protest of the oral examination for Class 2323 Clinical Nurse Specialist, Inpatient Services and Mental Health Programs, List D, Psychiatric Services. (Calendar Item No. 16)

Action: Over to the meeting of January 4, 1988 at appellant's request.

3263-87 Appeal of staff denial of a protest regarding the terms of the job announcement for Class 2248 Assistant Director of Clinical Services II, Adult Services, Mental Health Programs. (Calendar Item No. 17)

Action: Adopt staff report; deny appeal of Ray Rivera.

3307-87 Appeal of background rejection for Class 8214 Parking Control Officer. (Calendar Item No. 18)

Action: Adopt staff report; deny appeal of Jaylene Harris.

CIVIL SERVICE COMMISSION OF SAN FRANCISCO

REGULAR MEETING - DECEMBER 7, 1987

PART II - 3 P.M.

SEPARATION CODE - corresponding code numbers indicate the type of separation.

1. Termination of Limited Tenure Appointment
2. Termination of Temporary Appointment
3. Appeal of Automatic Resignation
4. Termination of Probationary Appointment (entrance)
5. Termination of Probationary Appointment (promotive)
6. Resignation - Services Unsatisfactory
7. Dismissal of Permanent Employee

Larry Brown, 9163 Transit Operator, 250/E-113, Public Utilities Commission, San Francisco Municipal Railway, 10/19/87. (Calendar Item No. 22) (3)

November 16, 1987: Over to the meeting of December 7, 1987 at Mr. Brown's request.

Action: Over to the meeting of January 4, 1988 at the request of the Public Utilities Commission.

Desiree T. Garrick, Q-2 Police Officer, 427/E-98, San Francisco Police Department, Academy Division, 9/9/87. (Calendar Item No. 25) (4)

October 19, 1987: Over to the meeting of November 2, 1987 at Ms. Garrick's request.

November 2, 1987: Over to the meeting of December 7, 1987 at Ms. Garrick's request.

Action: Dismiss from the Service. Cancel all current examination and eligibility status. Future employment subject to review and approval of the General Manager, Personnel after satisfactory completion of one year's work experience outside the City and County service. Not to be employed again by the San Francisco Police Department.

David Lara, Q2 Police Officer, 127/E-99, San Francisco Police Department, Ingleside Station, 10/2/87. (Calendar Item No. 24) (4)

November 2, 1987: Over to the meeting of November 16, 1987 at the request of Mr. Lara's attorney.

November 16, 1987: Over to the meeting of December 7, 1987 at the request of Mr. Lara's attorney.

Action: Future employment in Class Q2 Police Officer subject to the review and approval of the General Manager, Personnel upon demonstration of improvement in physical abilities and a reasonable probability of successful completion of Police Academy training.

Steven V. Lutes, 1823 Senior Administrative Analyst, LT, Office of Citizen Complaints, 9/8/87. (Calendar Item No. 21) (1)

October 19, 1987: Over to the meeting of November 2, 1987 at the request of the Office of Citizen Complaints.

November 2, 1987: Over to the meeting of December 7, 1987 at the request of the Office of Citizen Complaints.

Action: Over to the meeting of January 4, 1988 at the request of the Office of Citizen Complaints.

Heather Nimeh, 1458 Legal Stenographer, 2/CPE-18, Office of the City Attorney, 11/5/87. (Calendar Item No. 20) (5)

Action: Approve. Reinstate to a position in the class from which promoted (Class 1446 Secretary II). Return name to list for Class 1458 Legal Stenographer under waiver for the City Attorney. Not to be employed again by the Office of the City Attorney.

John Patton, 2604 Food Service Worker, 40/E-6, Department of Public Health, Laguna Honda Hospital, 7/17/87. (Calendar Item No. 23) (4)

August 17, 1987: Over to the meeting of September 21, 1987 recessed to at Mr. Patton's request.
September 3, 1987

September 21, 1987: Over to the meeting of November 16, 1987 at the request of Local 250.

November 16, 1987: Over to the meeting of December 7, 1987 at the request of the Department of Public Health.

Action: Over to the meeting of January 4, 1988 at the request of the Department of Public Health.

INDIVIDUALS' REQUESTS TO SPEAK

None.

A D J O U R N M E N T

